COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS POST OFFICE BOX 1529 LAKE CITY, FLORIDA 32056-1529

CONSENT AGENDA

NOVEMBER 19, 2015

5:30 P.M.

- (1) External Budget Amendment BCC Administration BA # 16-02 Replace Funds in Landfill for Proposed Capital Improvements \$186,000.00
- (2) External Budget Amendment Purchasing BA # 16-03 Bid Award Bid No. 2015-I LED Sign for Tourist Development Council \$146,819.20
- (3) External Budget Amendment BCC Administration BA # 16-04 Supervisor of Elections 2014-2015 Year End Report and 2015-2016 Budget Amendment Request \$15,843.00
- (4) External Budget Amendment 911 Dispatch BA # 16-05 Requesting to Accept E-911 Fall Maintenance Grant for 911 \$26,323.00 (Reimbursement Grant)
- (5) External Budget Amendment Operations Department BA # 16-06 Purchase an Asphalt Box \$29,680.00
- (6) External Budget Amendment BCC Administration BA # 16-07 Property Appraiser Annual Financial Report \$26,641.00
- (7) External Budget Amendment Planning and Zoning BA # 16-08 Approval of the Planning Technical Assistance Grant from Florida Department of Economic Opportunity \$15,000.00
- (8) External Budget Amendment BCC Administration BA # 16-09 Clerk of Courts Annual Report \$52,300.00
- (9) External Budget Amendment BCC Administration BA # 16-10 Sheriff's Office Annual Report Return of Excess Fees \$404,320.00
- (10) External Budget Amendment Tourist Development Department BA # 16-11 – Transfer 2015 to 2016 Florida's Suwannee River Valley Advertising Budget – \$5,676.00

- (11) External Budget Amendment Landfill Department BA # 16-12 Mosquito Carry Forward Funds from FY 14/15 \$27,385.00
- (12) External Budget Amendment BCC Administration BA # 15-86 Approval of the Attached 2015 Fiscal Year End Budget Amendment
- (13) Tax Collector's Office Tax Collector's Annual Report & Requesting Approval of the 1st Deduction from Taxing Authorities \$60,950.00
- (14) BCC Administration Close-out Annual Report for the 2013-2014 S.H.I.P. Program
- (15) BCC Administration Requesting Approval of Resolution No. 2015R-30 2014-2017 SHIP Local Housing Assistance Plan
- (16) BCC Administration Requesting Approval of Resolution No. 2015R-31 Supporting the Low Income Home Energy Assistance Program (LIHEAP)
- (17) Operations Department Requesting Approval for Salary Increase for Operations Superintendent from \$50,856 to \$62,300.00
- (18) BCC Administration Requesting Approval for Engagement Letter with Metz, Husband, and Daughton for Lobbying Services Related to North Florida Water Working Group \$80,400.00
- (19) BCC Administration Requesting Approval of Resolution No. 2015R-32 EMS County Grant Application
- (20) Operations Department Requesting Approval of Resolution No. 2015R-33 FDOT Financial Project #432777-1-54-01 Widening and Resurfacing Suwannee Valley Road from Lester Way to U.S. 41- \$1,530,000.00
- (21) Operations Department Requesting Approval of Resolution No. 2015R-34 FDOT Reimbursement Agreement #434566-1-54-01 Reconstruction/Resurfacing of SW King/SW Mauldin Road from SR 47 to CR 240 \$1,144,500.00
- (22) Operations Department Requesting Approval of Resolution No. 2015R-35 FDOT Reimbursement Agreement #439056-1-54-01 Repairs done on Croft Street Bridge over Olustee Creek Bridge \$125,000.00
- (23) BCC Administration Requesting Approval of Comcast Agreement Board of County Commissioners/Richardson Community Center

- (24) BCC Administration Requesting Approval of Engagement Letter Sniffen and Spellman, P.A. This Group Represents Columbia County through the North Florida Water Working Group Legislative Issues \$ 27,000.00
- (25) Human Resources Reorganization Position Descriptions Director of Facilities Management was revised to Director of Maintenance and Facility Field Supervisor was revised to Maintenance Field Supervisor
- (26) Human Resources Requesting Approval of a New Position Description Mechanic Shop Crew Leader Public Works Department Budgeted in FY 2015-2016
- (27) Operations Department Utility Permit Florida Power & Light Company CR 100-A (NE Bascom Norris Drive)
- (28) Operations Department Utility Permit Comcast Cable SW Deputy Jeff Davis Lane
- (29) Operations Department Utility Permit Florida Power & Light Company CR 100-A (Bascom Norris Drive) & NE Cummings Road
- (30) Operations Department Utility Permit Comcast Cable SE Myrtis Dortch Terrace
- (31) Operations Department Utility Permit Comcast Cable SE Llewellyn Avenue
- (32) Operations Department Utility Permit R&B Contracting, Inc. County Road 242
- (33) Operations Department Utility Permit Comcast Cable SW County Road 240
- (34) Operations Department Utility Permit AT&T SW Business Point Drive
- (35) BCC Administration Memorandum of Understanding Columbia County Board of County Commissioners/Plum Creek Land Company/Port Tampa Bay
- (36) Purchasing Requesting Low Quote Approval Bid No. 2015-K Fuel and Lube Body General Truck \$67,800.00
- (37) 9-1-1 Addressing Requesting Approval of a Private Road Name SW Hope Meadows Court District 5

- (38) BCC Administration Requesting Approval for the Scope of Services and Contract National Fire Services Office Current Operations of the Columbia County Fire Rescue and Recent Changes to the ISO Requirements
- (39) Tourist Development Department Requesting Approval of the TDC Grant Funding Application Funds for Tool, Economic Impact Tool and Monitor Success of Past Events
- (40) Purchasing Requesting Approval and Ranking and Authorizing
 Negotiations Vernon Douglas Special Magistrate for Code Enforcement
 Bid. No. 2015-L
- (41) BCC Administration Requesting Approval for Disposal of Obsolete Capital Assets
- (42) Purchasing Requesting Approval of High Bid Cross Environmental Services Surplused Dump Truck \$40,900.00
- (43) BCC Administration Requesting Minute Approval Board of County Commissioners Regular Meeting October 15, 2015

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10/20/2015</u>	CONTRACTOR	Meeting Date: <u>11/16/2015</u>		
Name: Ben Scott		Department: Administration	nuccionale	
Division Manager's Signature: Ren Socialista				
1. Nature and purpose of agend	la item: Replace fun	ds in Landfill for proposed capital improvements. Due to	the fact	
that the Landfill is an Enterprise Fund	these expenditures sh	ould be made directly within that fund.		
Attach any correspondence informemorandums, etc.	ormation, docume	nts and forms for action i.e., contract agreen	nents, quotes,	
2. Fiscal impact on current budg	get.			
Is this a budgeted item?	□ N/A			
	Yes Account	t No	and the same of th	
	☑ No Please lis	st the proposed budget amendment to fund t	:his request	
		, , -		
Budget Amendment Number: BA	A 16-02			
FROM		<u>TO</u>	AMOUNT	
302-3400-534.30-46		302-0000-381.91-41		
CAP. PROJECTS / REPAIRS & MAINTE	NANCE	TRANSFERS IN / FROM LANDFILL	\$41,000	
302-3400-534.60-63		302-0000-381.91-41		
CAP. PROJECTS / IMPR. OT BUILDING	S	TRANSFERS IN / FROM LANDFILL	\$145,000	
401-3400-534.30-46		401-8100-581.91-32		
LANDFILL / REPAIRS & MAINTENANCE	<u> </u>	TRANSFERS OUT / TO GENERAL CAP PROJECTS	\$41,000	
401-3400-534.60-63		401-8100-581.91-32		
LANDFILL / IMPR. OT BUILDINGS	For Use of (TRANSFERS OUT / TO GENERAL CAP PROJECTS County Manger Only:	\$145,000	
	Consent Iten	n [] Discussion Item		

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BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

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Today's Date: <u>10/26/15</u>	Meeting Date: 11/19/2015
Name: Ray Hill	Department: Purchasing
Division Manager's Signature:	
1. Nature and purpose of agenda	a item: Approve Budget Amendment and Bid Award for Bid No. 2015-I in the amount
of \$146,819.20	
Attach any correspondence informemorandums, etc.	rmation, documents and forms for action i.e., contract agreements, quotes,
2. Fiscal impact on current budge	et.
Is this a budgeted item?	□ N/A
	☐ Yes Account No
	lacksquare No Please list the proposed budget amendment to fund this request
Budget Amendment Number:	BA #16-03
FROM	TO AMOUNT
107.8400.584.9097 TDC/Equipment Rese	rve 107.5200.552.3153 Operating Expenditures/Sign \$147,000. Maintenance
	For Use of County Manger Only:

[] Consent Item

[] Discussion Item

District No. 1 - Ronald Williams District No. 2 - Rusty DePratter District No. 3 - Bucky Nash District No. 4 - Everett Phillips

District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS . COLUMBIA COUNTY

Memo

Date: 10/26/15

To: Board of Commissioners

From: Ray Hill, Purchasing Director

RE: Bid No. 2015-I, LED Sign TDC

I have reviewed the bids for the above referenced project with Paula R. Vann and the TDC staff. It is our recommendation that the bid be awarded to the low bidder, Action Sign and Graphics.

Additionally, the TDC Board has reviewed and approved this bid.

I have attached the bid tabulation for your review.

Bid No. 2015-I Columbia County Board of County Commissioners

LED Sign

Company Name	Amount
Action Signs & Graphics, Inc.	\$146,819.20
Creative Sign Designs	\$154,252.00
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Memorandum

DATE:

11.10.2015

TO:

Ben Scott, County Manager

FROM:

Paula Vann, Director

RE:

LED Sign

The Tourist Development Council is purchasing a new LED sign for the advertising billboard tower at I-75 and exit 427. Budget Amendment BA16-03 attached requests to transfer funds to purchase the sign for \$146,820. Action Signs was awarded the bid to provide the sign and labor to replace the current LED sign.

BID FORM 2015-I

COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS, LAKE CITY, FL

BID FORM FOR: COLOR LED ELECTRONIC MESSAGE DISPLAY

Bids must be received in the Office of the Board of County Commissioners. Columbia County, 135 NE Hernando Avenue, P.O. Box 1529, Lake City, FL. 32056-1529. No later than 11:00 A. M., on September 23, 2015, in a sealed envelope, plainly marked: "Sealed Bid For: Color LED Electronic Message Display" and the name of the firm submitting bid.

Bids will be opened in the Office of the Board of County Commissioners at 11:00 A. M., on September 23, 2015 or as soon thereafter as practical.

Columbia County reserves the right to reject any and/or all bids and to accept the bid in the county's best interest, bid F.O.B., Columbia County, Florida.

BID PRICES

Sign Manufacturer and Model No.	Watchfire XVS 1911111 192754
Lump Sum Bid Price (including 60 month warranty)	<u>\$ 136, 919.20</u>
Additional 60 month warranty	\$ 9,900.00

Action Signs & Graphics, Inc.

Signature and Title

Warranty information must be attached for bid to be considered.

CERTIFICATION PAGE BID NO. 2015-I COLOR LED ELECTRONIC MESSAGE DISPLAY

I certify that this bid meets or exceeds the County specifications and that the undersigned bidder declares that I have carefully examined the specifications, term and conditions of this bid and I am thoroughly familiar with its provisions. The undersigned bidder further declares that he'she has not divulged, discussed or compared his bid with any other bidders and has not colluded with any other bidders or parties to a bid whatsoever for any fraudulent purpose.

COMPANY: HUTION SIGNS & GRAPHICS, TINCDATE: OCT. 12, 2015
ADDRESS: 4180 S US HWY 441 Lakt City, FL 32025
PHONE NO: 3516-752-012
SIGNATURE:
PRINT NAME TITLE LEVELE PELVY TO VICE PRESIDENT

Action Signs & Graphics, Inc.

4180 S US Hwy 441 Lake City, FL 32025 386-752-0121 Fax 386-752-8765 State Certified Electrical Sign Contractor Lic# ES12000335

October 12, 2015

Action Signs Labor Warranty

In addition to Watchfire's manufacturers' parts warranty, Action Signs will provide a 60 month labor warranty. Years 1 – 5. Action Signs will provide labor to replace any warranted parts provided by Watchfire.

Larry E. Perry, Jr.

State Certified Electrical Sign Contractor

ES12000335

Action Signs & Graphics, Inc.

4180 S US Hwy 441 Lake City, FL 32025 386-752-0121 Fax 386-752-8765 State Certified Electrical Sign Contractor Lic# ES12000335

October 12, 2015

Watchfire Extended Warranty

Watchfire 60 month extended factory parts warranty. Years 6 – 10. See attached Watchfire warranty information. Labor is not included with extended warranty.

\$9900.00

Larry E. Perry, Jr.

State Certified Electrical Sign Contractor

ES12000335

Action Signs & Graphics, Inc.

4180 S US Hwy 441

Lake City , FL 32025

386-752-0121 Fax 386-752-8765

State Certified Electrical Sign Contractor

Lic# ES12000335

October 12, 2015

Project References:

Columbia County Board of County Commissioners - Lake City, FL

Daktronics MonoChrome LED display installed at Sports Complex

Hometown Inn - Starke, FL

Watchfire Full Color LED display installed at hotel

Davis Express Starke, FL

Daktronics Full Color Hi-Res LED display installed at home office

Ottey Bone & Joint - Starke, FL.

Watchfire full color Hi-Res LED display installed at doctors office

Jacobson Homes - Lake City, Fl

Daktronics MonoChrome LED display installed at pharmacy

CVS Pharmacy - Keystone Heights, FL

Daktronics MonoChrome LD display installed at pharmacy

State Certified Electrical Sign Contractor

ES12000335









SIGN ID: 866494 X19i

QUOTE NUMBER: 1520344 Revision: 1 DATE: 9/22/2015

Action Signs & Graphics 9015509 Larry Perry, 4180 South US Hwy 441 Lake City, FL 32025 386-752-0121 larry@actionsignsandgraphics.net Shipping Destination Action Signs & Graphics 4180 South US Hwy 441 Lake City, FL 32025

City TDC		V - MARAGON
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Zip:	procedure with the second second	Property Control of Control
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PRODUCT SPECIFICATIONS

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Pixel Pitch	XVS19mm Color	
Pixel Matrix:	192 X 544	
Cabinet Size:	12ft 4in H x 35ft L x 8in D	
Viewing Area:	12ft H x 34ft L	
Cabinet Style:	Single Face Signpak	
Character Size:	24 lines / 109 Characters at a 5" type.	
Approx. Weight:	4327 Lbs.	
Warranty:	Standard 5 Year Watchfire warranty applies	
Mfg. Lead Time:	6-8 weeks (after this document is signed & returned and receipt of down payment).	
Electrical Service:	240.00 VOLT 4 Wire 70.00 AMP Single Phase Service Refer to the Installation manual for details on wiring. Based on 18.00 hours of operation a day, plus or minus 10% depending on how the sign is programmed. Example: 87.1 KWHrs a day x \$2.07 = 6 1:Day	
STANDARD FEATURES		
Color:	LED RGB	
Color Capability:	73.78 Quintillion	
Viewing Angles:	140 Horizontal/70 Vertical	

OPTIONS			
Communications:	Customer Supplied GX-400/GX-440 Wireless Broadband Modem		
Group Link:	Not Ordered		
Temperature Sensor:	w/100-Step Photocell w/15 ft Cable		
Software Training:	Not Ordered		
Personal Computer:	the rest of the same of the sa		
Fiber Optic Cable:	The second secon		
Cabinet Separation:	Standard Un To 15 Feet		
Power Requirements:	Standard As Quoted		
Sign Mounting Kit:	Stringers (Section Signs Only)		
Spare Parts Kit:	Standard Spares Kit		
Webcam:	Not Ordered / Not Available		
Custom Artwork Pkg:	Not Ordered		
Technician On-Site:	During Installation		
Special Options:	Not Ordered		
	CANADA SERVE		

ORDER ACCEPTANCE

Video:

Includes:

Brightness:

QUOTE VALID UNTIL 12/21/2015

System Price: 19mm Highbrightness Color LED XVS Message Center

Ignite Graphics Software

below

Up to 60FPS; Full Animation capable; Live

video capable-specify additional hardware

Daytime 10,000 NITs; Nighttime 750 NITs

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at http://watchfiresigns.com/terms-and-conditions-of-sale or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

NOTES

Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.



Ventilation Designs Cross-vent F8 Models, Price Watcher™, Rear-vent, and Front-vent Slim Cabinet

Cross-vent, F8 Models

Allow minimum of 1 gap be, face behind the sign for air flow.

When cabinets are endoused about 10-18 square inches of exhaust venting for every foot of rightlength for each cabinet.

DO NOT OBSTRUCT AIR (*). "AKE in the bottom front of the sign

Price Watcher

Dual-chamber component or oling features built-in fension ensure brighter. longer issting LEDs without the need for additional wiring or facilities.

The front face of the Polis Watcher display that includes the air intake, exhaust and LEO digit faces should not be blocked by any part of the metal cabinet or covered with plastic.

Rear-vent

Allow minimum of 2 gap per face behind the sign for air flow.

When using mesh, look are or other covering:

- Total air intake
- 12-18 square inches per foot of sign per cabinet
- Total air exhaust
- 12-18 square inches per four of eigh per cabin-t

DO NOT RESTRICT AIRFLD: around the backs of the cabinets

Do not cover the front of the sign with glass or polycarbonate or obstruct air flow in any way

Never mount an ID sign or sign cover without satisfying the guidelines illustrated above

Front-vent Slim Cabinet

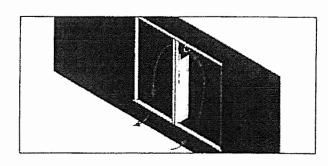
Do not cover the front of the sign with glass or polycarbonate or obstruct the air flow in any way

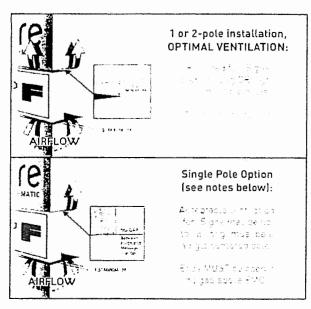
DO NOT OBSTRUCT AIE INTAKE in the bottom from of the sign

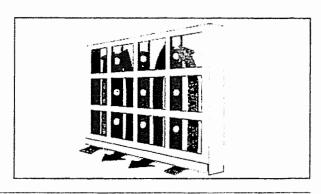
Do not cover the front of the sign with glass or polycarbonate or obstruct air flow in any way.

Allow 's' clearance below sign for water orainage

NOTE: Proper year, action lengthers the life of LEDs and he as to prote in your electronics.







Watchfire Signs, LLC - TERMS OF SALE

Note. The following Terms of Sale are subject to change. All transactions for all products sold by Watchfire are subject to the latest published Terms and Conditions and to any special Terms of Sale which may be contained in applicable Watchfire quotations and acknowledgements.

Quotations. Quotations shall be valid for no more than ninety (90) days from their date, unless otherwise state in the quotation. All quotations are subject to change by Watchfire at any time upon notice to Buyer. It is Buyer's obligation to review the quotation carefully and to immediately advise Watchfire of any discrepancies Buyer has so any necessary changes may be made. Changes to the System after acceptance of the quote are valid only when accepted in writing and signed by both Watchfire and the Buyer.

The System Price when policiable, taxes, crating, transportation individing three (3) days prior to Watchfire's shipment of the System Quote. The remaining balance is a support of the Buyer three (3) days prior to Watchfire's shipment of the System. The System Price does not jurify that tosts of any construction or installation of the System and its color, the responsibility of the Buyer. Systems delayed in shipment at the request of Buyer are subject to annual interest charges of 18% on the remaining balance, which must be paid by Buyer prior to shipment.

Shipment. Watchfire will retain title and all risk of loss or damage in transit until the System is received by the Buyer at the shipping designation. Any damage during the unloading of the System is at the Buyer's sole risk and shall not be considered shipping damage. Buyer shall have the responsibility of inspecting the equipment for apparent shipping loss or damage immediately upon its arrival. In the event of shipping loss or damage, Buyer shall note each exception on Buyer's delivery receipt provided by the carrier at the time of delivery at the shipping destination and shall provide a copy to Watchfire within 14 calendar days of delivery. All loss or damage claims must be accompanied by clear photographs depicting the loss or damage while in the presence of the carrier driver. In the event of concealed damage which occurred during transit and is discovered by Buyer after delivery, Buyer shall report such damage immediately, but in no event later than 21 calendar days after delivery. If such notification is not made, Watchfire shall not be liable for loss or damage in transit. Buyer shall give Watchfire, and its agents, a reasonable opportunity to inspect, test and repair or replace the System or portions thereof. Buyer's exclusive remedy against Watchfire for physical damages during shipping, and Watchfire's only liability for shipping damages, shall be replacement or repair of such System or parts damaged as determined by Watchfire. Watchfire shall be entitled to immediate exclusive possession and control of such portions of the System repaired or replaced. Buyer must return such goods to Watchfire and accept delivery of the replacement goods.

Driver Detention. Fees for up to two (2) hours of detention time, per load, are included in the System Price. In the unlikely event that the driver is delayed or detained beyond two (2) hours following arrival at the shipping destination, detention fees will be accrued by the hour. If these delays are a direct result of issues with preparedness of the installation team and/or jobsite readiness, these fees will be invoiced to the Buyer in a timely manner and will not exceed \$75.00/hour.

Force Majeure. Watchfire shall not be liable for any damages as a result of any delays due to any causes beyond Watchfire's control, including, without limitation, telecommunications failures, technology attacks, epidemic, embargos, quarantines, viruses, strikes, labor problems of any type, accidents, fires, war, acts of terrorism, material unavailability, natural disaster, transportation failures, instability and unavailability of the Internet, and acts of God, etc. In the event of such any such delay, the date of delivery shall be extended for a period of time reasonably necessary to over the effect of such delay.

System Warranty. When used properly under normal use and normal environmental conditions, and subject to the exclusions set forth herein, Watchfire warrants its manufactured goods, and the System against material defects in material and workmanship for five (5) years from the date of shipment from Watchfire's dock. Watchfire warrants the Price Watcher product series against material defects in workmanship for two (2) years from the date of shipment from Watchfire's docks. During the warranty period, Watchfire's only obligation and liability is to repair or replace (at its option) those part(s) of the System which prove to be defective and not merely worn out (e.g., aged LEDs). Repaired or replaced parts provided within the original warranty period shall have the same warranty for the balance of the original warranty period. Part(s) replaced or repaired outside of any warranty period shall have a warranty of replacement only for material defects in material or workmanship for one (1) year from date of shipment. Any parts not manufactured by Watchfire, but which are added to the System manufactured by Watchfire, are covered only by their original manufacturer's warranty, if any. Watchfire is not responsible for telecommunications or Internet services being unavailable, or for limitations caused by environmental conditions or incompatibilities with other systems.

Limitations. Buyer's exclusive remedy for Watchfire's breach of this Agreement as to any term hereof, and Watchfire's only liability for any such breach, shall be replacement or repair of the System and its parts actually delivered to Buyer in Watchfire's sole discretion. IN NO EVENT WILL WATCHFIRE BE LIABLE TO BUYER FOR LOSS, DAMAGE, OR INJURY OF ANY KIND OR NATURE ARISING OUT OF THIS TRANSACTION IN EXCESS OF THE SYSTEM PRICE. The Buyer agrees that these limitations on liability and remedies are independent of the agreed remedies under this Agreement. Significant surge protection is included in the signs. However, very high electrical surges can damage electronic LED sign systems and are not covered by warranty. Proper installation to allow for adequate ventilation as detailed in the Installation Manual 5-1504 is required to keep the warranty in force. Power must be applied at all times except for during service incidents. Power outages for more than three (3) days require notice to Watchfire Service to keep the warranty in force.

Intellectual Property. As to the equipment proposed and furnished by Watchfire, Watchfire shall defend any suit or proceeding brought against Buyer so far as it is based on a claim that such equipment constitutes an infringement of any copyright, trademark or patent of the United States. Watchfire retains ownership of intellectual property in any materials, goods software and production process which may be developed under this Agreement.

Use of System Image. Buyer agrees that Watchfire, without compensation to Buyer, may use Buyer's name along with photographs and images of the System in Watchfire's advertising and promotional materials in any media worldwide without the prior written consent of Buyer. Watchfire agrees that such use shall not imply any endorsement of Watchfire by Buyer.

License for Software Use and Warranty. "Software" as used herein includes software distributed on a media (like a CD, DVD or flash drive), software hosted on a server and accessed through a web browser, and software running on the System controllers. Media does not apply to Ignite OA. This license covers end-user applications such as Ignite OP, Ignite OPx and Ignite OA. The Ignite OP software is a single station license. Additional station access is available at additional cost. Excluding Third Party software, Watchfire warrants that: (1) the media (if any) on which Software is provided shall be free from material defects for sixty (60) days after shipment by Watchfire; and (2) Software substantially conforms to the documentation that accompanies it. Watchfire hereby grants the Original End User a limited, non-exclusive personal, non-transferable and non assignable license to use the Software. This license terminates upon violation of any provision of this License, and Watchfire reserves the right to electronically disable the Software upon such violation. The software is copyrighted by Watchfire Signs, LLC and buyer shall not permit the software to be copied (except for backup purposes), transferred, distributed, disassembled, reverse engineered, decompiled or tampered with. Watchfire does not warrant that the media and Software is completely error-free, will operate without interruption or is compatible with all equipment or software configurations. Watchfire may charge additional fees for any upgrades or modifications to the Software.

Third Party Software. Operation of the sign is supported only with Watchfire software and Watchfire qualified versions of approved third party software. Installing un-supported software on sign controllers could lead to non-operational signs. Service charges for troubleshooting and returning to operation will apply.

BUYER AND ORIGINAL END USER HOLD WATCHFIRE HARMLESS AND INDEMNIFIED FOR ANY CLAIMS BY THIRD PARTIES. INCLUDING WATCHFIRE'S ATTORNEY'S FEES. THAT THE USE OF THE SOFTWARE OR SYSTEM INFRINGES ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY DUE TO AN IMAGE DISPLAYED ON THE SYSTEM BY THE BUYER.

Warranty Service. Defective media or Software may be replaced during the warranty period unless damaged by accident or misuse. WATCHFIRE'S ENTIRE LIABILITY SHALL BE THE REPAIR OR REPLACEMENT OF THE DEFECTIVE MEDIA OR SOFTWARE WHEN TIMELY RETURNED TO WATCHFIRE. Any replacement media or Software has the same sixty (60) day warranty. Warranty service for the System and the Software are expressly conditioned on Watchfire's prior receipt of all payments due under the License, including System Price. Buyer shall contact the Watchfire HELP desk for warranty service. Items determined defective by Watchfire will be replaced at its option with new or like-new part(s). No credit is given for such items. Watchfire will pay for outbound shipping and return ground freight for items repaired/replaced for its manufactured goods. Buyers must pay all duties and taxes for items shipped to destinations outside of the continental United States. Buyer shall pay for the installation of repaired/replaced item and updates to the software. In the event of any delay in Watchfire's performance beyond Watchfire's reasonable control, Watchfire shall have additional reasonable time for performance. Buyer shall pay for all maintenance services.

Exclusions. The above warranties do not apply if the System or Software are damaged due to improper or unreasonable use, modification, repair, service, installation, or environmental conditions or if they are reversed engineered, de-compiled or used to create derivative works.

WATCHFIRE'S LIABILITY TO BUYER UNDER THESE WARRANTIES FOR THE SYSTEM AND SOFTWARE IS LIMITED AS SET FORTH HEREIN, WHETHER IN CONTRACT, TORT, OR ANY OTHER THEORY OF LIABILITY, INCLUDING BUT NOT LIMITED TO FRAUD, MISREPRESENTATION, BREACH OF CONTRACT, PERSONAL INJURY, PRODUCTS LIABILITY OR ANY OTHER THEORY, AND WATCHFIRE SHALL NOT BE LIABLE FOR ANY SPECIAL, DIRECT, COMMERCIAL, EXEMPLARY, DIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OR PUNITIVE DAMAGES, OR DAMAGES FOR LOSS OF USE, LOSS OF ANTICIPATED PROFITS, INCOME, OR ECONOMIC LOSSES OF ANY KIND. WATCHFIRE'S LIABILITY UNDER ANY WARRANTY HEREUNDER, WHETHER EXPRESS OR IMPLIED, SHALL NOT EXCEED THE COST OF REPAIR OR REPLACEMENT OF DEFECTIVE PARTS OF THE SYSTEM AND SOFTWARE. BUYER MAY NOT BRING ANY ACTION UNDER THESE WARRANTIES MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION HAS ACCRUED.

Miscellaneous. Should any part of this Terms of Sale be found invalid, the other parts shall remain unaffected and shall be enforceable. This Terms of Sale shall be governed by the laws of the State of Illinois. Any litigation shall be exclusively in Vermi on County, in the State of Illinois or the U.S. District Court for the Central District of Illinois.

Privacy Policy. See http://www.setchfires.grs.com/privacy-policy for details.

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

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AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

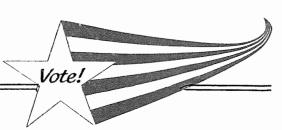
Today's Date: <u>10/27/15</u>	Meeting Date: <u>11/19/15</u>	***************************************
Name: Ben Scott	Department: Administration	
Division Manager's Signature:	Ren Sun	
1. Nature and purpose of agen	da item: Supervisor of Elections 2014-15 year end report, and 2015-16 budg	et
amendment request.		of a' one was selected and a selected as
Attach any correspondence in memorandums, etc.	ormation, documents and forms for action i.e., contract agree	ments, quotes,
2. Fiscal impact on current buc	get.	
Is this a budgeted item?	□ N/A	
	Yes Account No.	
	☑ No Please list the proposed budget amendment to fund	this request
Budget Amendment Number:	3A 16-04	
FROM	<u>TO</u>	<u>AMOUNT</u>
001-8400-584.90-98	001-1810-513.30-52	645.040
GF / Cash Balance Forward	GF / SOE Operating Supplies	\$15,843

For Use of County Manger Only:

Consent Item [] Discussion Item

Liz P. Horne

SUPERVISOR OF ELECTIONS, COLUMBIA COUNTY



October 26th 2015

Board of County Commissioners Columbia County Lake City, Florida 32055 RECEIVED

OCT 26 2015

Board of County Commissioners Columbia County

Re: End of Budget Year 2014-15

Dear Board:

Enclosed are all forms necessary for my office to comply with Florida Statue. These forms include both the Elections and the Supervisor of Elections accounts.

I am enclosing a check to the Board of Commissions in the amount of \$15,842.78. Which is the surplus of these two afore mentioned accounts. Check #6795, in the amount of \$15,842.78 is enclosed.

I am requesting that these funds be returned to Supervisors of Elections office, to assist with unknown expenses of the upcoming 2016 elections cycle. As you know we have three elections in the year 2016 and due to the unexpected redistricting we will have added expenses that were not included in the 2015-16 budget.

Thank You for your help.

Elizabeth & Horne

Sincerely,

Elizabeth P. Horne

STATE OF FLORIDA CONSTITUTIONAL OFFICERS FINANCIAL REPORT FOR

Name of governmental unit: Supermon of Elections	CERTIFICATION
Address: 971 W. Duval Street, Ste. 102	I do solemnly swear that the information reported herein is a true, correct and complete report of all revenues and expenditures of my office for the year ending September 30, 20/5.
City and zip code: Lake City, FL 32055	
Name of chief financial officer: Mary Orn Hansen	Clegateth Light Horse (Signature) Office of
Title of chief financial officer:	STATE OF FLORIDA COUNTY OF
Telephone number: (386) 758-1026 5xt. 3112.	Sworn to and subscribed before me thisday of, 20, by

Person who may be contacted regarding this report.	Signature of Notary Public – State of Florida
Name: Mary and Hanson of Tomi Brown Telephone number: (386) 758-1026	(Print, Type, or Stamp Commissioned Name of Notary Public) Personally Knownor Produced Identification
	Type of Identification Produced:

FORM DBF-AA-405

FUND GROUP REVENUES AND EXPENDITURES/EXPENSES

(311.000 THRC	ND OTHER CREDITS OUGH 390.000)	Whole Dollars Only
Account No.	Description	
180-341-100	BOCC Risuanua	665,379.00
0-361- 100	I Nterest Income	17.00
0-369 100	Other Musollaneous Income	14,634.00
D-341 200	Obehan Ancome Elections	
37-384100	HAUA Grant	3,07500
83 391 100	Interest Income Hava	3.00
MARKET PROTECT STREET, STREET, STREET,		
NAME AND ADDRESS ADDRESS ADDRESS ADDRESS		
		AMAZONIA AM
		MARKET - 1-10-1-10-1-10-1-10-1-1-1-1-1-1-1-1-1
MATTER STREET,		
managan sadada adada danada danada		Marie Control
-		
	ENUES AND OTHER CREDITS e if additional lines are needed.	683,275.00
FORM DBF-AA-(Rev. 6/7/94)	403	

FUND GROUP REVENUES AND EXPENDITURES/EXPENSES

REPORTIN	IG FUND	GROUP: <u>Yeneral Operating</u>	
		ND OTHER DEBITS	Whole Dollars Only
(511 THRC	10GH 392)	Whole Dollars Only
Account No	o. Object	Description	Amount
180 519	1-511_	Salaries Elected	92,577.00
180_ 519	513_	Salaria Requesa	236,770.00
180	unidate specimen	Operating Extenses	108, 202.00
181 5	19-513	Pall workers	22,575.00
181		Orevating Extense	
			MATERIAL STATE OF THE STATE OF
	-		
Approx Finding	atings: vicinia		
argument deplets	colores, service		
Mark Mark Month	armen promi		***************************************
pageographic separations obsessible	gegengen violanter		
	Application and Application of the Application of t		
desires marrieds problem	ortophony, makestoon		
			-
	Manager adoption		
Market States	MORROUP published		4/4/2004
minus stands promi	***************************************		
VI-40-0 MARKET EXCENSES	Application assumptions		
	Manager amount		***************************************
	-		

FORM DBF-AA-403 (Rev. 6/7/94)

COMBINED STATEMENT OF POSITION ALL FUND TYPES AND ACCOUNT GROUPS

REPORT AMOUNTS IN WHOLE DOLLARS ONLY

		AMOUNTS				•	, , , , , , , , , , , , , , , , , , , ,
		Governmental	Proprietary	Fiduciary	General	General	Total
		fund types	fund types	fund types	Fixed	long-term	(memorandum
					assets	debt	Only)
ASSETS And OTHER DEBITS C	ode						
Cash	10X	92,677.89			XXXXXX	XXXXXX	
Taxes and assessments receivable (net)	11X	,			XXXXXX	XXXXXX	
Accounts receivable (net)	115				XXXXXX	XXXXXX	
Interfund receivables and advances	13X				XXXXXX	XXXXXX	
Receivables from other governments	133				XXXXXX	XXXXXX	
Other receivables (net)	12X		, .		XXXXXX	XXXXXX	-
Inventories	14X				XXXXXX	XXXXXX	: .
Investments (net)	151		,		XXXXXX	XXXXXX	
Prepaid items	155		4		XXXXXX	XXXXXX	
Other assets	156				XXXXXX	XXXXXX	
Fixed assets	16X	XXXXXX	, -	,		XXXXXX	
Amount available in debt service	180	XXXXXX	XXXXXX	XXXXXX	XXXXXX		
Amount to be provided	181	XXXXXX	XXXXXX	XXXXXX	XXXXXX		
					А.		
TOTAL ASSETS AND OTHER DEBI	TS	92,677.89			•		٠.
(CONTINUED)		ייי				1	
							•
FORM DBF-AA-402							
	٠, .						

COMBINED STATEMENT OF POSITION ALL FUND TYPES AND ACCOUNT GROUPS REPORT AMOUNTS IN WHOLE DOLLARS ONLY

		Governmental fund types	Proprietary fund types	Fiduciary fund types	General fixed assets	General long-term debt	Total (memorandum Only)
LIABILITIES	Code						
Accounts payable	2XX	68,764.51			XXXXXX	XXXXXX	
Interfund payables	20X	, , , , ,			XXXXXX	XXXXXX	
Payables to other governments	208	15842.78	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		XXXXXX		
Other liabilities	23X	2811.92			XXXXXX		
Deposits	220	13,0021303			XXXXXX	XXXXXX	
Obligations under reverse repurch	ase				XXXXXX	XXXXXX	
agreements	222						
Deferred revenue	223	58 59.38			XXXXXX	XXXXXX	
Bonded debt payable	25X				XXXXXX		
Other debt payable	22X				XXXXXX		
Compensated absences	21X				XXXXXX		
TOTAL LIABILITIES		92677.89					

NOTE: Bonded debt payable should reflect the amount reported on the Schedule of Bonded Indebtedness.

(CONTINUED)

COMBINED STATEMENT OF POSITION ALL FUND TYPES AND ACCOUNT GROUPS REPORT AMOUNTS IN WHOLE DOLLARS ONLY

		Governmental fund types	Proprietary fund types	Fiduciary fund types	General fixed assets	General long-term debt	Total (memorandum Only)
EQUITY And Other CREDITS	Code						,
Fund balance - reserved	24X		XXXXXX		XXXXXX	XXXXXX	
Fund balance – unreserved	271		XXXXXX		XXXXXX	XXXXXX	
Contributed capital	250	XXXXXX			XXXXXX	XXXXXX	
Retained earnings – reserved	248	XXXXXX		XXXXXX	XXXXXX	XXXXXX	
Retained earnings – unreserved	272	XXXXXX		XXXXXX	XXXXXX	XXXXXX	
Investment in general fixed assets	280	XXXXXX	XXXXXX	XXXXXX		XXXXXX	
TOTAL EQUITY						XXXXXX	
TOTAL LIABILITIES, EQUITY A OTHER CREDITS	ND	92,677.89					

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

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AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10/20/2015</u>	Meeting Date: <u>11/</u>	19/2015				
Name: Thomas W. Brazil	Department: 911	Dispatch				
Division Manager's Signature						
1. Nature and purpose of ago	enda item: Request to accept E-911 Fall Mainten	ance Grant for 911 in the amount of				
\$26,323.00. This is a reimbursemen	t grant.					
Attach any correspondence i memorandums, etc.	nformation, documents and forms for act	tion i.e., contract agreements, quotes				
2. Fiscal impact on current b	udget.					
Is this a budgeted item?	□ N/A					
	Yes Account No.					
	☑ No Please list the proposed budg	et amendment to fund this request				
Budget Amendment Number	: BA 16-05					
FROM	<u>TO</u>	AMOUNT				
001.0000.334.2010	001.2512.525.3034	\$26,323.00				
GF / 911 Maintenance Grant	GF / 911 Grant Contract	GF / 911 Grant Contractual Services				

For Use of County Manger Only:

Consent Item [] Discussion Item



COLUMBIA COUNTY, FLORIDA

COMBINED COMMUNICATIONS CENTER 9-1-1

263 NW LAKE CITY AVE.

LAKE CITY, FL 32055

(386) 758-1125 FAX (386) 758-1386

INTEROFFICE MEMORANDUM

TO: Scott Ward Assistant County Manager

FROM: Thomas W. Brazil

Combined Communications Center 9-1-1 Director

RE: Agenda Item Request to Accept Fall 2015 E-911 Maintenance Grant #15-10-4

DATE: 10/20/2015

Attached is an agenda request for the upcoming BOCC Meeting on November 5th to accept the State E-911 Board Fall 2015 Maintenance Grant# 15-10-4 in the amount of \$26,323.00. This is a reimbursement grant to be utilized for renewal of our maintenance contracts with AK Associates for our 911 call taking equipment.

cc: file



Florida E911 Board 4030 Esplanade Way Tallahassee, FL 32399-0950 Tel: 850-922-7451

Fax: 850-488-9837

http://florida911.myflorida.com/

Oct, 19, 2015

Total Grant Award

Columbia County Board of County Commissioners Post Office Box 1529 Lake City, FL 32056-1529

Subject: 2015 Fall Rural County Grant Program

Dear Columbia County Board of County Commissioners:

The State of Florida E911 Board would like to congratulate you on your grant award for E911 revenue funds to improve the E911 system serving your county. In accordance with the 2015 Fall Cycle Rural County Grant Program terms and conditions, grant funds shall be provided on a cost reimbursement basis.

In accordance with the Rural County Grant Program Application Section 8.0, Financial and Administrative Requirements, subsection 8.1 states that grant funds shall be provided on a cost reimbursement basis. Subsection 8.3 states that upon written request and accompanying documentation justifying the need, a county may receive a payment of funding with a completed Expenditures Reporting Form, with the vendor invoice, and county certification that the specific grant items including all tasks and deliverables included in the funding request are complete. Within 45 days of transfer of funding or the check date, the county shall submit verification of payment to the vendor.

The following provides details concerning your specific application(s):

\$26,323.00

Amount Requested	Amount Approved for Award	Grant #	Justification
\$26,323.00	\$26,323.00	15-10-4	E911 Maintenance
	· ·		

Separate interest-bearing accounting is required for the receipt and expenditure of all E911 grant revenues. Reimbursement request(s) shall include only expenditures claimed against the specific grant number awarded and include verification copies of purchase orders and paid vouchers, invoices and copies of checks or journal transfers.

The Florida Single Audit Act was established by the 1981 Legislature in Section 215.97, Florida Statues, which became effective on July 1, 2000. All E911 grant funding is subject to the Florida Single Audit Act; acceptance of these funds signifies your acceptance of the requirement to comply with the Florida Single Audit Act.

The Board as an awarding agency and the County as a recipient must comply with the requirements of this Act. Please reference Sections 5, 6 and 7 of the Florida Single Audit Act at the following web site address:

http://www.myflorida/government/governorinitiatives/fsaa/index.html

The Board thanks you for your interest in 911 and improving public safety in Florida and your commendable efforts towards enhancing your 911 system. It is our hope that your county continues to ensure further public safety advancements in Florida.

Sincerely,

Charles Hadley, Interim Chief Bureau of Public Safety – E911

CH/dl

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

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Today's Date: October 28, 2015	ay's Date: October 28, 2015 Meeting Date: November 19, 2015				
Name: Kevin Kirby	Department: Operations				
Division Manager's Signature:					
1. Nature and purpose of age	nda item: Purchase asphalt box				
Attach any correspondence in memorandums, etc.	nformation, documents and forms for action i.e.,	contract agreements, quotes,			
2. Fiscal impact on current bu	idget.				
Is this a budgeted item?	□ N/A				
	✓ Yes Account No.				
	\square No Please list the proposed budget amen	idment to fund this request			
Budget Amendment Number:	BA 16-06				
FROM	<u>TO</u>	AMOUNT			
10184005849097 Equipment Reserve	10142305416064 Equipment Purchase	\$29,680			
Equipment Nessive					
	For Use of County Manger Only:				

Consent Item [] Discussion Item

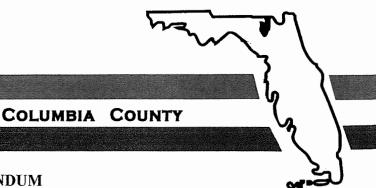
District No. 1 - Ronald Williams

District No. 2 - Rusty DePratter

District No. 3 - Bucky Nash

District No. 4 - Everett Phillips

District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS . COLUMBIA COUNTY

MEMORANDUM

TO:

Ben Scott, County Manager

FROM:

Kevin Kirby, Assistant County Manager

DATE:

October 27, 2015

SUBJECT:

Asphalt Box

I am requesting permission to purchase an asphalt box from Falcon Asphalt Repair Equipment in the amount of \$29,680. Our existing asphalt box has rusted through the bottom. Once we have the new box I intend on having the old box repaired in-house by our welder. We will then have a back-up should something happen to the new box. The down time to fix the rusted box will be considerable to where we cannot post-phone asphalt repairs to wait on it.

In addition, I believe in the not too distant future that we will need two (2) crews to perform asphalt repairs.

The Purchasing Director secured several bids with Falcon Asphalt Repair Equipment being lowest bidder.

Your consideration is appreciated.

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



AGENDA ITEM REQUEST FORM

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Today's Date:	Meeting Date:					
Name: Ben Scott Department: Administration						
Division Manager's Signature: Ben Scus						
1. Nature and purpose of agend	item: Property Appraiser annual financial report.					
Attach any correspondence info memorandums, etc.	mation, documents and forms for action i.e., contract agreements, quote					
2. Fiscal impact on current budg	t.					
Is this a budgeted item?	□ N/A					
	☐ Yes Account No.					
	☑ No Please list the proposed budget amendment to fund this request					
Budget Amendment Number: BA	16-07					
FROM	<u>TO</u> 001-1300-513.30-52					
001-8400-584.90-98 General Fund / Cash Balance Forward	General Fund / Transfer to Property Appraiser \$26,641					

For Use of County Manger Only:

(Consent Item [] Discussion Item

J. Doyle Crews



PROPERTY APPRAISER - COLUMBIA COUNTY, FLORIDA



RECEIVED

OCT 3 0 2015

Board of County Commissioners Columbia County October 29, 2015

Ben Scott County Manager, Columbia County Board of Commissioners 135 NE Hernando Ave, Suite 203 Lake City, Florida 32055

Dear Ben,

I respectfully request that the Board of County Commissioners return the excess budget fees from the 2014-2015 fiscal year back to my office. It is my intent to do a budget amendment with the Department of Revenue to include the excess fees in my 2015-2016 budget if this meets with your approval.

Please see enclosed 2014-2015 year end reports. If you have any questions, please contact me at 758-1088.

Sincerely,

J. Doyle Crews, Property Appraiser

J. Doyle Crews



PROPERTY APPRAISER - COLUMBIA COUNTY, FLORIDA



RECEIVED

OCT 3 0 2015

Board of County Commissioners Columbia County

October 28, 2015

Ben Scott County Manager, Columbia County Board of Commissioners 135 NE Hernando Ave., Ste. 203 Lake City, FL 32055

Dear Ben,

Attached please find the Constitutional Officer's Report for the Office of Columbia County Property Appraiser for the period of October 1, 2014 through September 30, 2015.

If you have any questions, please feel free to call me.

Sincerely,

J.Doyle Crews, CFA Property Appraiser

STATE OF FLORIDA CONSTITUTIONAL OFFICERS FINANCIAL REPORT FOR

Name of governmental unit	
COLUMBIA COUNTY PROPERTY APPRAISER	I do solemnly swear that the information reported
	herein is a true, correct and complete report of all revenues and
Address	expenditures of my office for the year ending September 30, 2015.
135 NE HERNANDO AVE SUITE 238	
City and zip Code	The state of the s
LAKE CITY, FLORIDA 32055	\ Sighature
Name of chief financial officer	Office of PROPERTY APPRAISER
	COLUMBIA COUNTY
Title of chief financial officer	
J. DOYLE CREWS, CFA	STATE OF FLORIDA
	COUNTY OF COLUMBIA
Telephone number (386) 758-1083	Sworn to and subscribed before me this 28TH day of October, 2015 by
	Keedmarknam
	Signature of Notary Public - State of Florida

	KYLIE D MARKHAM
	Print, Type, or Stamp Commissioned Name of Notary Public
Person who may be contacted regarding this report.	
	Personally Known X OR Produced Identification
Name J. DOYLE CREWS	Type of Identification Produced
Telephone number (386) 758-1083	Notary Public State of Florida Kylie D Markham My Commission FF 243066 Expires 08/22/2019

CERTIFICATION

ID	NUMBER	

2014/2015 REVISED COMBINED STATEMENT OF POSITION ALL FUND TYPES AND ACCOUNT GROUPS REPORT AMOUNTS IN WHOLE DOLLARS ONLY

		Governmental	Proprietary	Fiduciary	General	General	Total
ASSETS AND OTHER DEBITS	Code	fund types	fund types	fund types	fixed assets	long-term debt	(memorandum only)
Cash	10X	\$26,641			xxxxxxxx	XXXXXXXXXXX	
Taxes and assessments receivable (net)	11X				xxxxxxxx	xxxxxxxxxx	
Accounts receivable (net)	115				xxxxxxxx	XXXXXXXXXX	
nterfund receivables and advances	13X				xxxxxxxx	xxxxxxxxxx	
Receivables from other governments	133				xxxxxxxx	xxxxxxxxxx	
Other receivables (net)	12X				xxxxxxxx	xxxxxxxxx	
nventories	14X				xxxxxxxx	XXXXXXXXXXX	
nvestments (net)	151				xxxxxxxx	XXXXXXXXXXX	
² repaid Items	155				xxxxxxxx	xxxxxxxxxx	
Other assets	156				xxxxxxxx	xxxxxxxxxx	
Fixed Assets	16X	XXXXXXXXXX				xxxxxxxxxx	
Amount available in debt service	180	xxxxxxxxx	XXXXXXXXX	xxxxxxx	xxxxxxxx		
Amount to be provided	181	XXXXXXXXX	XXXXXXXXX	xxxxxxx	xxxxxxxx		
FOTAL ASSETS AND OTHER DEBTS		\$26,641					\$26,641

CONTINUED)

FORM DBF-AA-402

Rev. 6/7/94)

COMBINED STATEMENT OF POSITION ALL FUND TYPES AND ACCOUNT GROUPS REPORT AMOUNTS IN WHOLE DOLLARS ONLY

		Governmental	Proprietary	Fiduciary	General	General	Total
LIABILITIES	Code	fund types	fund types	fund types	fixed assets	long-term debt	(memorandum only)
Accounts payable	2XX				xxxxxxxx	XXXXXXXXXXX	
Interfund payables	20X				xxxxxxxx	xxxxxxxxx	
Payables to other governments	208	\$26,641			xxxxxxxx		
Other liabilities	23X				xxxxxxxx		
Deposits	220				xxxxxxxx	XXXXXXXXXXX	
Obligation under reverse repurchase agreements	223				xxxxxxxx	XXXXXXXXXXX	
Deferred revenue	223				XXXXXXXX	XXXXXXXXXXX	
Debt service payable	22X				XXXXXXXX		
Compensated absences	21X				XXXXXXXX		
TOTAL LIABILITIES		\$26,641					\$26,641

FUND GROUP REVENUES AND EXPENDITURES/EXPENSES

REPORTING ENTITY: COLUMBIA	COUNTY PROPER	RTY APPRAISER
REPORTING FUND GROUP	513	entanggalana-transvolatis until return planetim styrukar-kinapinga producipinal farintsi krekeriyang
REVENUES AND OTHER CREDITS (311.00 THROUGH 390.000)		

ACCOUNT	NO. DESCRIPTION	AMOUNT
341.56	BOARD OF COUNTY COMMISSIONERS	\$1,233,705.19
341.562	LAKE SHORE HOSPITAL AUTHORITY	\$71,039.97
341.564	SUWANNE RIVER WATER MANAGEMENT DIST.	\$30,592.59
	EARNED FEES, INTEREST, COPIES AND MAPS	\$2,416.64

FUND GROUP REVENUES AND EXPENDITURES/EXPENSES

REPORTING ENTITY: PROPE	ERTY APPRAISER	ID NUMBER
REPORTING FUND GROUP:		

REVENUES AND OTHER CREDITS (511.000 THROUGH 592.000)

ACCOUNT #	DESCRIPTION	<u>AMOUNT</u>
513.11	OFFICIAL SALARY	110,561.04
513.12	REGULAR SALARIES	735,342.84
513.13	TEMPORARY SALARIES	100,012.01
513.14	OVERTIME	2,746.66
513.15	SPECIAL PAY	47,169.59
513.21	FICA TAXES	61,958.76
513.22	OFFICIAL RETIREMENT	0.00
513.22	EMPLOYEES RETIREMENT	100,880.65
513.23	LIFE AND HEALTH INSURANCE	118,466.08
513.31	EDP SERVICES CONTRACT	39,122.16
513.31	APPRAISAL SERVICES	0.00
513.31	LEGAL SERVICES	5,921.25
513.32	ACCOUNTING AND AUDITING	1,080.43
513.34	OTHER CONTRACTURAL	16,863.45
513.34	OTHER CONTRACTURAL-MAPPING	10,544.00
513.40	TRAVEL	8,322.39
513.41	COMMUNICATIONS	7,795.94
513.42	POSTAGE	10,396.48
513.44	RENTALS AND LEASES	5,577.83
513.45	INSURANCE	100.00
513.46	REPAIRS AND MAINTENANCE OFFICE SPACE	755.94
513.46	REPAIRS AND MAINTENANCE OFFICE EQUIPMENT	2,885.50
513.46	REPAIRS AND MAINTENANCE - VEHICLE	8,854.36
513.46	REPAIRS AND MAINENANCE - EDP	12,612.49
513.47	PRINTING	1,457.55
513.49	LEGAL ADS	143.52
513.51	OFFICE SUPPLY - MAPPING	2,344.95
513.51	OFFICE SUPPLE - EDP	3,459.18
513.52	OFFICE SUPPLY - GENERAL	2,796.70
513.54	EDUCATION	2,226.56
513.54	DUES	5,825.25
513.55	SUBSCRIPTIONS	717.20
513.60	CAPITAL OUTLAY	8,409.00

TOTAL EXPENDITURES AND OTHER DEBITS

1,335,337.75

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 29, 2015	Meeting Date: November 19, 2015					
Name: David Kraus, Risk Manag	Planning and Zoning					
Division Manager's Signature:						
1. Nature and purpose of ag	enda item: <u>To approve a \$15,000 Planning Technical Assistance G</u>	rant from the Florida				
department of Economic Opportur	nity.					
Attach any correspondence memorandums, etc.	information, documents and forms for action i.e., contr	act agreements, quotes,				
2. Fiscal impact on current b	udget.					
Is this a budgeted item?	□ N/A					
	Yes Account No.					
	☑ No Please list the proposed budget amendmen	t to fund this request				
Budget Amendment Number	:: BA- 16-08					
FROM	<u>TO</u>	<u>AMOUNT</u>				
Revenue	Technical Assistance Grant (P&Z)	\$4E.000				
102-000-334.39-02	102-2421-524.30-52	\$15,000				

For Use of County Manger Only:

Consent Item [] Discussion Item

MEMORANDUM

TO: Columbia County Board of County Commissioners

From: David Kraus, Risk Manager

Date: October 28, 2015

RE: FY 2015-16 Community Planning Grant

On October 16, 2014, Columbia County received the attached Grant Agreement from the Florida department of Economic Opportunity for a FY 2015-16 Community Planning Grant, P0172. This is a \$15,000 technical assistance grant to assist the County Planner, Brandon Stubbs, to update the County's Future Land Use Map (FLUM) and the Official Zoning Atlas (OZA). With these funds, Mr. Stubbs plans to create an interactive, web based application of this information that will be available for our citizens to access the data. This grant has no financial match but will require the County Planner's time.

Currently this information is fragmented and not easily accessible by the public. The North central Florida Planning Council maintains a version of the FLUM; however, the County has not updated the Planning Council's data with the changes to the land uses and zoning as they are adopted. If a resident currently needs the information, they have to ask the County Planner who then must refer to the files to insure the correctness of the data. Mr. Stubbs has placed a priority on making the data accessible to the public.

Staff is requesting the Columbia County Board of County Commissioners accept the FY 2015-16 Community Planning Grant for \$15,000, authorize the execution of the grant agreement and appropriate the \$15,000 in technical assistance.

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

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AGENDA ITEM REQUEST FORM

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Today's Date:		Meeting Date: 11/19/15	
Name: Ben Scott		Department: Administration	_
Division Manager's Signature:	Ben Sy	at	
1. Nature and purpose of agenda	a item: Clerk of Cour	ts annual report.	
Attach any correspondence informemorandums, etc.	mation, documen	ts and forms for action i.e., contract agreeme	ents, quotes,
2. Fiscal impact on current budge	et.		
Is this a budgeted item?	□ N/A		
	☐ Yes Account	No	_
	☑ No Please list	the proposed budget amendment to fund th	is request
Budget Amendment Number: BA	16-09	_	
FROM 001-8400-584.90-98 General Fund / Cash Balance Forward		TO 001-1200-512.30-49 Clerk of Court Other Charges	AMOUNT \$52,300
General Pullu / Cash Dalance Polwaru			

For Use of County Manger Only:

Consent Item [] Discussion Item

P. DeWitt Cason



Clerk of Circuit Court - Columbia County, Florida



RECEIVED

November 2, 2015

NOV - 3 2015

Board of County Commissioners Columbia County

The Honorable Rusty DePratter, Chairman Columbia County Board of County Commissioners P.O. Box 1529 Lake City, FL 32056

Dear Rusty:

Attached is the Clerk of Court's Annual Local Government Financial Report for the fiscal year ended September 30, 2015. As the report details, Non-Court Revenues exceeded Expenditures by \$52,300.63. I request this amount be returned to my office to be used for non-recurring expenditures in fiscal year 2015-16. A check for this amount will be forwarded as soon as possible.

Thank you for your continued cooperation as we work together for the citizens of Columbia County.

Sincerely,

P. DeWitt Cason Clerk of Courts COLUMBIA COUNTY CLERK OF COURT LOCAL GOVERNMENT FINANCIAL REPORT FISCAL YEAR ENDED 09/30/2015 UNAUDITED

	FISCAL YEAR ENDED
	SEPTEMBER 30, 2015
NON-COURT	
REVENUES	
BCC	353,642.04
BCC-PRIOR YEAR EXCESS FEES	74,788.49
RECORDING FEES	152,336.00
IVD GRANT	100,620.53
OTHER CHARGES	89,537.83
TOTAL REVENUES	770,924.89
EVEN DITUES	
EXPENDITURES	242.627.00
BCC	342,607.99
OTHER GENERAL GOVERNMENT	301,466.46
INFORMATION TECHNOLOGY	74,549.81
TOTAL EXPENDITURES	718,624.26
REVENUES MINUS EXPENDITURES	
DUE TO BCC	52,300.63

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

9

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>11/12/15</u>	Meeting Date: 11/19/15	
Name: Ben Scott	Department: Administration	
Division Manager's Signature: _	Den Sus	
1. Nature and purpose of agend	a item: Sheriff's Office annual report and return of excess fees	
Attach any correspondence info memorandums, etc.	rmation, documents and forms for action i.e., contr	act agreements, quotes
2. Fiscal impact on current budg	et.	
Is this a budgeted item?	□ N/A	
	Yes Account No.	ON-SOME CONTRACTOR OF THE SOME
	✓ No Please list the proposed budget amendmen	t to fund this request
Budget Amendment Number: BA	.16-10	
FROM	<u>TO</u>	AMOUNT
001.8400.584.9098	001.8100.581.91.21	
General Fund / Cash Balance Forward	Transfer to Sheriff's Fund	\$404,320

For Use of County Manger Only:

Consent Item [] Discussion Item



Sheriff Mark Hunter

COLUMBIA COUNTY SHERIFF'S OFFICE

4917 US Hwy. 90 East • Lake City, Florida 32055-6288 www.columbiasheriff.org

October 29, 2015

The Honorable Rusty Depratter
Chairman of the Board
Columbia Co. Board of County Commissioners
P.O. Drawer 1529
Lake City, Florida 32056-1529

Dear Mr. Depratter,

For the Board's review and approval, attached is the Constitutional Officer's Financial Report for the Fiscal Year 2014-2015, for the Office of the Sheriff. Attached you will find a check in the amount of \$404,320.79 to the Board of County Commissioners which represents the fiscal year end monies, as well as, interest earnings and other miscellaneous revenues collected as follows:

\$ 379,328.98 Unspent budgetary funds and insurance proceeds receivable 3,183.82 Sale of fixed assets 20,599.19 Miscellaneous revenues collected 1,208.80 Interest earnings \$ 404,320.79 Total Year End Close

As per our agreement, it is our understanding that this amount will be deposited into the Sheriff's Special Revenue Fund to go toward future Sheriff's Office expenses.

Administration: (386) 752-9212 • District Two Office: (386) 497-3797 • Detention Facility: (386) 755-7000

In order to finalize the fiscal year 2014/2015 budget and facilitate the closeout of the financial records, I would also like to request a final budget amendment #5 to move appropriated funding as follows:

	Current FY 14/15	Proposed Final
Sheriff:	Budget (as amended)	FY 14/15 Budget
Law Enforcement:		
Personal services	6,199,961	6,179,961
Other current expenses	1,478,626	1,433,626
Capital outlay	393,249	393,249
Contingency	10,000	10,000
	8,081,836	8,016,836
Judicial:		
Personal services	750,269	770,269
Other current expenses	102,414	102,414
Capital Outlay	-0-	-0-
	852,683	872,683
Detention Center Operations:		
Personal services	2,938,751	2,938,751
Other current expenses	1,089,932	1,150,932
Capital outlay	30,000	14,000
Contingency	10,000	10,000
	4,068,683	4,113,683
Total Budget	13,003,202	13,003,202

Should you require any additional information or documentation, please feel free to contact me.

Sincerely,

Mark Hunter

Sheriff, Columbia County

COLUMBIA COUNTY SHERIFF

OPERATING FUND

Balance Sheet

September 30, 2015

ASSETS	Opera	ating Fund
Current assets	¢.	4 000 750
	\$	1,009,750 7,423
Accounts receivable Insurance receivable		238,465
		15,676
Prepaid Expenses Due from state		20,302
Due from other funds		1,837
Due from other governmental units		5,460
Total current assets		1,298,913
- Total carrent assets		
Other provisions		
Equipment (net of depreciation)		1,539,500
Amount provided for compensated absences		1,031,440
Total fixed assets		2,570,940
Total assets	\$	3,869,853
LIABILITIES AND NET ASSETS LIABILITIES Current liabilities		
Accounts payable	\$	406,157
Accrued liabilities		488,435
Deferred grant revenue		-
Due to BCC		404,321
Total current liabilities		1,298,913
Noncurrent liabilities Other liabilities		1,031,440
Accrued leave payable		1,031,440
Total liabilities		2,330,353
NET ASSETS		4 520 500
Invested in capital assets		1,539,500
Total net assets	<u> </u>	1,539,500
Total liabilities and net assets	\$	3,869,853

COLUMBIA COUNTY SHERIFF

OPERATING FUND

STATEMENT OF REVENUES AND EXPENSES

For the Period Ended September 30, 2015

REVENUES Operating Fund Appropriations \$ 12.618,873 Grant revenue 72,493 Payroll reimbursements 8,074 Insurance proceeds 243,510 Interest revenue 20,329 Miscellaneous revenue 9,107 Total revenues \$ 6,801,687 EXPENSES Regular salaries 191,827 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 6,971 Other professional services 10,000 Investigative funds 10,960 Travel and per diem 225,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jalil food 355,729 Insurance 261,776 Repair & maintenance-office <th></th> <th></th> <th></th>			
Grant revenue 72,493 Payroll reimbursements 148,550 Sale of fixed assets 8,074 Insurance proceeds 245,510 Interest revenue 9,107 Total revenues 9,107 EXPENSES Regular salaries Regular salaries 191,827 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,805 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 552,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 jall food 356,787 Repair & maintenance-other 29,036	REVENUES	Op	erating Fund
Grant revenue 72,493 Payroll reimbursements 148,550 Sale of fixed assets 8,074 Insurance proceeds 245,510 Interest revenue 9,107 Total revenues 5,13,122,936 EXPENSES Regular salaries 191,827 Overtime salaries 191,827 Special detail salaries 191,827 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jall food 356,787 Repair & maintenance-other 29,036 Repair & mainte	Appropriations	\$	12,618,873
Payroll reimbursements 148,550 Sale of fixed assets 8,074 Insurance proceeds 245,510 Interest revenue 20,329 Miscellaneous revenue 9,107 Total revenues \$ 13,122,936 EXPENSES Regular salaries \$ 6,801,687 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,885 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,000 Investigative funds 10,000 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Ipil food 356,787 Insurance 261,776 Repair & maintenance-other </td <td>• • •</td> <td></td> <td>72,493</td>	• • •		72,493
Sale of fixed assets 8,074 Insurance proceeds 245,510 Interest revenue 9,107 Total revenues 5,13,122,936 EXPENSES 8 Regular salaries 191,827 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,626 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-other 29,036 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 10,525 <td></td> <td></td> <td></td>			
Insurance proceeds 245,510 Miscellaneous revenue 20,329 Miscellaneous revenue 9,107 Total revenues \$13,122,936 EXPENSES 8 Regular salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,048 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,722 Ijali food 356,787 Insurance 261,776 Repair & maintenance-office 26,787 Repair & maintenance-other 29,036 Repair & maintenance-valios 11,5			
Interest revenue 20,329 Niscellaneous revenue 9,107 Total revenues \$ 13,122,936 EXPENSES 8 Regular salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,942 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office 29,034 Repair & maintenance-office 29,034 Repair & maintenance-vehicles 105,250 Repair & maintenance-vehicles			
Miscellaneous revenue 9,107 Total revenues \$ 13,122,936 EXPENSES Regular salaries \$ 6,801,687 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 10,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office 2,036 Repair & maintenance-office 2,036 Repair & maintenance-vehicles 11,324 Contractual services 29,534 <	•		
EXPENSES S 6,801,687 Regular salaries \$ 6,801,687 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jall food 356,787 Insurance 261,776 Repair & maintenance-office 29,036 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-vehicles 29,534 Animal services 29,534 Other current charges 11,134 Contractual services 29,534 Operating su			
EXPENSES 8 6,801,687 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,672 Postage 7,062 Utilities 12,728 Jail food 356,728 Insurance 261,776 Repair & maintenance-office 261,776 Repair & maintenance-other 29,036 Repair & maintenance-radios 1,531 Membership dues 11,531 Office supplies 30,981 Other current charges 15,220 Office supplies 334,539		-	9,107
Regular salaries \$ 6,801,687 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 61,100 Care of prisoners 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office 261,776 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,531 Public education 1,531 Membership dues 11,134 Contractual services	Total revenues	3	13,122,936
Regular salaries \$ 6,801,687 Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 61,100 Care of prisoners 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office 261,776 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,531 Public education 1,531 Membership dues 11,134 Contractual services			
Overtime salaries 191,827 Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,960 Investigative funds 10,960 Investigative funds 10,960 Investigative funds 207,671 Postage 7,062 Utilities 12,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134			
Special detail salaries 40,927 FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-other 29,036 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Operating supplies 34,539 Ammunition 5,259		\$	
FICA 506,085 Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office 29,036 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-vehicles 11,531 Membership dues 11,531 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 31,539 Ammunition <td< td=""><td>Overtime salaries</td><td></td><td>191,827</td></td<>	Overtime salaries		191,827
Retirement 1,224,419 Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,000 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Legal advertising 1,26 <td>Special detail salaries</td> <td></td> <td>40,927</td>	Special detail salaries		40,927
Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 34,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 36,255	FICA		506,085
Life and health insurance 1,043,262 Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 34,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 36,255	Retirement		1,224,419
Unemployment compensation 4,868 Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Investigative funds 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,332 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 34,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 36,227			
Pre employment screenings 6,971 Professional services 61,100 Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621			
Professional services 61,100 Care of prisoners 562,888 Medical services 100,000 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 34,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635	• •		•
Care of prisoners 562,888 Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office 29,036 Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 341,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 36,35 Training & education 26,287 <t< td=""><td></td><td></td><td></td></t<>			
Medical services 55,042 Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 <			
Other professional services 100,000 Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 31,529 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 36,53 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 26,287	•		
Investigative funds 10,960 Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 34,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 20,400 Uniforms </td <td></td> <td></td> <td></td>			
Travel and per diem 25,729 Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment <td></td> <td></td> <td>•</td>			•
Communication services 207,671 Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment 269,176	Investigative funds		10,960
Postage 7,062 Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 20,400 Uniforms 20,400 Vehicles 119,976 Other equipment 269,176	Travel and per diem		25,729
Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 22,378 Vehicles 119,976 Other equipment 269,176	Communication services		207,671
Utilities 12,728 Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 22,378 Vehicles 119,976 Other equipment 269,176	Postage		7,062
Jail food 356,787 Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 20,400 Uniforms 20,400 Uniforment 269,176 Other equipment 269,176	<u> </u>		
Insurance 261,776 Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 29,534 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment 269,176			
Repair & maintenance-office - Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment 269,176	•		
Repair & maintenance-other 29,036 Repair & maintenance-vehicles 105,250 Repair & maintenance-radios 1,392 Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment 269,176			201,770
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Public education 1,531 Membership dues 11,134 Contractual services 29,534 Animal services 33,981 Other current charges 15,220 Office supplies 41,543 Operating supplies 334,539 Ammunition 5,259 Legal advertising 1,126 Gas, oil & lube 381,621 K-9 supplies 3,635 Training & education 26,287 Software & support 97,261 Rentals and leases-office 30,872 Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment 269,176			
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Rentals and leases-other 20,400 Uniforms 82,378 Vehicles 119,976 Other equipment 269,176			
Uniforms82,378Vehicles119,976Other equipment269,176			
Vehicles119,976Other equipment269,176			
Other equipment 269,176			
Total expenses <u>\$ 13,122,936</u>			
	Total expenses		13,122,936

10

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>11.10.2015</u>	Meeting Date: 11.19.2015	
Name: Paula Vann	Department: _TDC	_
Division Manager's Signature: _	Suls	dermination of the state of the
1. Nature and purpose of agend	a item: Transfer 2015 Florida's Suwannee River Valley budget balance from R	eserves
to Florida's Suwannee River Valley 2010	6 Advertising budget.	W-10-10-10-10-10-10-10-10-10-10-10-10-10-
		AND ATT. ATT.
Attach any correspondence info memorandums, etc.	rmation, documents and forms for action i.e., contract agreeme	ents, quotes,
2. Fiscal impact on current budg	et.	
Is this a budgeted item?	□ N/A	
	Yes Account No.	_
	✓ No Please list the proposed budget amendment to fund th	is request
Budget Amendment Number: BA	16-11	
FROM	<u>TO</u>	AMOUNT
107-8400-584.90-97	107-5250-552.30-48 Operating Expenditures/Advertising	\$5,676
Reserves/Equipment Reserves	Operating Expenditures/Advertising	40,010

For Use of County Manger Only:

[] Discussion Item

[] Consent Item



Memorandum

DATE:

11.10.2015

TO:

Ben Scott, County Manager

FROM:

Paula Vann, Director

RE:

Florida Suwannee River Valley 2015 Balance Transfer

Florida's Suwannee River Valley had a balance of \$5,676 at the end of fiscal year 2015. This balanced was rolled into the Columbia County Tourist Development Council Reserves. Budget amendment BA16-011 attached requests the full \$5,676 transfer back to the Florida Suwannee River Valley Advertising line item.

1)

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: November	10, 2015	Meeting Date:	11-19-15	
Name: Kevin Kirby		Department:	Operations	
Division Managers Signatu	re			
1. Nature and purpose of a	agenda item: <u>Mosquito C</u>	arry Forward Fun	ds from FY14/15 per F.S.388.31	<u>1.</u>
				_
Attach any correspondenc memorandums, etc.	e information, document	s and forms for	action i.e., contract agreeme	nts, quotes,
2. Fiscal impact on current	budget n/a			
Is this a budgeted item?	[v] N/A			
	[] Yes Account No			
	[] No Please list the p	proposed budge	t amendment to fund this req	_l uest
Budget Amendment Numb	perBA-16-12			
<u>FROM</u>		<u>TO</u>		AMOUNT
See attached State FDAC	S required forms			\$27,385.00
	For Use of Co	unty Manger O	nly:	,
	⟨X⟩ Consent Item	[] Discussi	on Item	



Florida Department of Agriculture and Consumer Services Division of Agricultural Environmental Services

Submit to: Mosquito Control 3125 Conner Blvd, Bldg 6 Tallahassee, FL 32399-1650

ARTHROPOD CONTROL BUDGET AMENDMENT

Section 388.361, F.S. and 5E-13.027, F.A.C. Telephone (850) 617-7995 Fax (850) 617-7969

A STATEMENT EXPLAINING AND JUSTIFYING THE PRO	OPOSED CHANGES SHOULD A	ACCOMPANY EACH APPL	ICATION FOR BUDGET AMENDMENT	. USE PAGE
TWO FOR THIS PURPOSE.				
Amendment No. 1	Fiscal Year:	2015-2016	Date:	11/5/201

Amending: Local Funds_State Funds_X_(Check appropriate fund account to be amended. Use a separate form for each fund). The Board of Commissioners for COLUMBIA District hereby submits to the Department of Agriculture and Consumer Services,

for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized

Total Available Cash and Receipts	Present Budget		Increase Request		Decrease Request		Revised Budget	
\$ 31,540.00 \$ - \$ 31,540.00 \$ 15,058.00 \$ - \$								46,598.00
NAME COURCE OF II			FY14/15 Carry-Fo	rwa	rd to FY15/16			

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request		Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ -	\$ -	S	-	\$ -
334.1	State Grant	\$ 31,540.00	\$ -	\$		\$ 31,540.00
362	Equipment Rentals	\$ -	\$ -	\$	4	\$
337	Grants and Donations	\$ -	\$ -	\$	-	\$ -
361	Interest Earnings	\$	\$ -	\$	_	\$ -
364	Equipment and/or Other Sales	\$	\$ _	\$	-	\$
369	Misc./Refunds (prior yr expenditures)	\$	\$	\$	-	\$ -
380	Other Sources	\$ -	\$ -	\$		\$ -
389	Loans	\$ **	\$ -	\$	-	\$ -
TOTAL F	RECEIPTS	\$ 31,540.00	\$ -	\$		\$ 31,540.00
Beginnin	g Fund Balance	\$ -	\$ 15,058.00	\$	•	\$ 15,058.00
Total Bu	dgetary Receipts & Balances	\$ 31,540.00	\$ 15,058.00	\$	-	\$ 46,598.00

BUDGETED EXPENDITURES

NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised.

	NOTE: Total increase mus	- 64	uai totai uecrease, ui	T	o the total Tresent E	uu	get lo revided.	
ACCT NO	Uniform Accounting System Transaction		Present Budget		Increase Request		Decrease Request	Revised Budget
10	Personal Services	\$	-	\$	-	\$	•	\$ -
20	Personal Services Benefits	\$	-	\$	-	\$	-	\$
30	Operating Expense	\$		\$		\$	-	\$
40	Travel & Per Diem	\$	_	\$	1,849.00	\$	-	\$ 1,849.00
41	Communication Services	\$	-	\$	-	\$	-	\$ *
42	Freight Services	\$	-	\$	-	\$	-	\$ *
43	Utility Service	\$		\$	**	\$	*	\$ **
44	Rentals & Leases	\$		S	-	S	_	\$ **
45	Insurance	\$		\$		\$	-	\$ _
46	Repairs & Maintenance	\$	5,600.00	\$	5,764.00	\$	-	\$ 11,364.00
47	Printing and Binding	\$		\$		\$	-	\$ *
48	Promotional Activities	S	-	\$	-	\$	-	\$ -
49	Other Charges	\$	1,000.00			\$	-	\$ 1,000.00
51	Office Supplies	\$		\$	-	\$	_	\$ -
52.1	Gasoline/Oil/Lube	\$	5,000.00	\$	645.00	\$		\$ 5,645.00
52.2	Chemicals	\$	18,940.00	\$	-	\$	-	\$ 18,940.00
52.3	Protective Clothing	\$	•	\$	-	\$	-	\$ -
52.4	Misc. Supplies	\$	**	\$	578.00	\$	-	\$ 578.00
52.5	Tools & Implements	\$	-	\$	-	\$	-	\$ *
54	Publications & Dues	\$	200.00	\$	130.00	\$	-	\$ 330.00
55	Training	\$	800.00	\$	1,600.00	\$	-	\$ 2,400.00
60	Capital Outlay	\$	-	\$	4,492.00	\$	-	\$ 4,492.00
71	Principal	\$	-	\$	-	\$	-	\$ -
72	Interest	\$	-	\$	-	\$	-	\$ -
81	Aids to Government Agencies	\$	-	\$	-	\$	-	\$ -
83	Other Grants and Aids	\$	**	\$	-	\$	-	\$ -
89	Contingency (Current Year)	\$	-	\$	-	\$	-	\$ -
99	Payment of Prior Year Accounts	\$	-	\$	-	\$	-	\$ -
TOTAL B	UDGET AND CHARGES	\$	31,540.00	\$	15,058.00	\$	-	\$ 46,598.00
0.001	Reserves - Future Capital Outlay	\$	-	\$	*	\$	-	\$ -
	Reserves - Self-Insurance	\$	-	\$	-	\$	-	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$	**	\$	-	\$	-	\$ -
0.004	Reserves - Sick and Annual Leave	\$	-	\$	-	\$	-	\$ -
TOTAL R	ESERVES	\$	*	\$	-	\$	-	\$ -
TOTAL B	UDGETARY EXPENDITURES and BALANCES	\$	31,540.00	\$	15,058.00	\$	-	\$ 46,598.00
ENDING I	FUND BALANCE	\$	•	\$	-	\$	-	\$ -
L				<u> </u>				

APPROVED:		DATE
	Chairman of the Board, or Clerk of Circuit Court	
APPROVED:		DATE
	Manager Control December	



Board of Commissioners for

Florida Department of Agriculture and Consumer Services Division of Agricultural Environmental Services

Submit to: Mosquito Control 3125 Conner Blvd, Bldg 6 Tallahassee, FL 32399-1650

ARTHROPOD CONTROL BUDGET AMENDMENT

Section 388.361, F.S. and 5E-13.027, F.A.C. Telephone (850) 617-7995 Fax (850) 617-7969

A STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT. USE PAGE TWO FOR THIS PURPOSE. 2015-2016 Date: 11/5/2015

Amendment No. 1 Fiscal Year:

Amending: Local Funds_State Funds_X(Check appropriate fund account to be amended. Use a separate form for each fund). The COLUMBIA District hereby submits to the Department of Agriculture and Consumer Services,

for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized

\$ 31,540.00 \$ - \$ 31,540.00 \$ 15,058.00 \$ - \$ 46,598.00	Total Available Cash and Receipts	Reserves	Present Budget	Increase Request	Decrease Request	Revised Budget
	\$ 31,540.00	\$ -	\$ 31,540.00		-	\$ 46,598.00

NAME SOURCE OF INCREASE: (Explain Decrease)-

FY14/15 Carry-Forward to FY15/16

BUDGETED RECEIPTS

ACCT NO	Description		Present Budget	Increase Request	Decrease Request		Revised Budget
311	Ad Valorem (Current/Delinquent)	\$	-	\$ -	\$ -	\$	-
334.1	State Grant	\$	31,540.00	\$ •	\$ 	64	31,540.00
362	Equipment Rentals	\$	-	\$ -	\$ -	\$	-
337	Grants and Donations	\$	-	\$ -	\$ -	\$	-
361	Interest Earnings	\$	-	\$ •	\$ -	\$	-
364	Equipment and/or Other Sales	\$	-	\$ -	\$ -	\$	-
369	Misc./Refunds (prior yr expenditures)	\$	-	\$ -	\$ -	\$	-
380	Other Sources	\$	-	\$ -	\$ -	\$	-
389	Loans	\$	-	\$ •	\$ -	\$	-
	RECEIPTS	\$	31,540.00	\$ -	\$ -	\$	31,540.00
	g Fund Balance	\$	-	\$ 15,058.00	\$ -	\$	15,058.00
Total Bu	dgetary Receipts & Balances	\$	31,540.00	\$ 15,058.00	\$ -	\$	46,598.00

BUDGETED EXPENDITURES

NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised.

	NOTE: Total increase must	eq	uai totai decrease, ui	nes	s the total Fresent E	dudget is revised.	
ACCT NO	Uniform Accounting System Transaction		Present Budget		Increase Request	Decrease Request	Revised Budget
10	Personal Services	\$	-	\$	-	\$ -	\$ -
20	Personal Services Benefits	\$	-	\$	-	S -	\$ -
30	Operating Expense	\$	-	\$	•	\$	\$ -
40	Travel & Per Diem	\$	-	\$	1,849.00	\$ -	\$ 1,849.00
41	Communication Services	\$	•	\$	-	\$	\$ -
42	Freight Services	\$	-	\$	-	\$	\$ -
43	Utility Service	\$	-	\$	-	\$	\$ -
44	Rentals & Leases	\$	-	\$	-	\$	\$ -
45	Insurance	\$	-	\$	-	\$ -	\$ -
46	Repairs & Maintenance	\$	5,600.00	\$	5,764.00	S -	\$ 11,364.00
47	Printing and Binding	\$	-	\$	-	\$ -	\$ -
48	Promotional Activities	\$	-	\$	-	\$ -	\$ -
49	Other Charges	\$	1,000.00			\$ -	\$ 1,000.00
51	Office Supplies	\$	-	\$	-	\$ -	\$ •
52.1	Gasoline/Oil/Lube	\$	5,000.00	\$	645.00	\$	\$ 5,645.00
52.2	Chemicals	\$	18,940.00	\$	-	\$ -	\$ 18,940.00
52.3	Protective Clothing	\$	-	\$	-	\$ -	\$ -
52.4	Misc. Supplies	\$	*	\$	578.00	\$ -	\$ 578.00
52.5	Tools & Implements	\$	_	\$	-	\$ -	\$ -
54	Publications & Dues	\$	200.00	\$	130.00	\$ -	\$ 330.00
55	Training	\$	800.00	\$	1,600.00	\$ -	\$ 2,400.00
60	Capital Outlay	\$	-	\$	4,492.00	\$ -	\$ 4,492.00
71	Principal	\$	-	\$	-	\$ -	\$ -
72	Interest	\$	-	\$	-	\$ -	\$ -
81	Aids to Government Agencies	\$	-	\$	-	\$ -	\$ -
83	Other Grants and Aids	\$	-	\$	-	\$ -	\$ -
89	Contingency (Current Year)	\$	-	\$	-	\$ -	\$
99	Payment of Prior Year Accounts	\$	-	\$	-	\$ -	\$ -
TOTAL B	UDGET AND CHARGES	\$	31,540.00	\$	15,058.00	\$ -	\$ 46,598.00
0.001	Reserves - Future Capital Outlay	\$	-	\$	-	\$ -	\$ *
0.002	Reserves - Self-Insurance	\$	-	\$	-	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$	-	\$	-	\$ -	\$ -
0.004	Reserves - Sick and Annual Leave	\$	-	\$	-	\$ -	\$
TOTAL R	ESERVES	\$	-	\$	-	\$ -	\$ -
TOTAL B	UDGETARY EXPENDITURES and BALANCES	\$	31,540.00	\$	15,058.00	\$ -	\$ 46,598.00
ENDING I	FUND BALANCE	\$	•	\$		\$ -	\$ -

APPROVED:	DATE
Chairman of the Board, or Clerk of Circuit Court	- · · · · · · · · · · · · · · · · · · ·
APPROVED:	DATE

FDACS-13613 Rev. 07/13

Mosquito Control Program



Florida Department of Agriculture and Consumer Services Division of Agricultural Environmental Services

Submit to: Mosquito Control 3125 Conner Blvd, Bldg 6 Tallahassee, FL 32399-1650

ARTHROPOD CONTROL BUDGET AMENDMENT

Section 388.361, F.S. and 5E-13.027, F.A.C. Telephone (850) 617-7995 Fax (850) 617-7969

A STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT. USE PAGE TWO FOR THIS PURPOSE.

Amendment No. 2 Fiscal Year: 2015-2016 Amending: Local Funds_X_State Funds__(Check appropriate fund account to be amended. Use a separate form for each fund). The Date:

11/5/2015

Board of Commissioners for COLUMBIA

District hereby submits to the Department of Agriculture and Consumer Services,

for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized.

Total Available Cash and Receipts	Reserves		Present Budget	Increase Request	Decrease Request	Γ	Revised Budget
\$ 31,540.00	\$ -	v s	31,540.00	\$ 12,327.00	-	\$	43,867.00

NAME SOURCE OF INCREASE: (Explain Decrease) --

FY14/15 Carry-Forward to FY15/16

BUDGETED RECEIPTS

ACCT NO	Description	F	resent Budget	Increase Request	De	ecrease Request		Revised Budget
311	Ad Valorem (Current/Delinquent)	\$	31,540.00	\$ -	\$	-	\$	31,540.00
334.1	State Grant	\$	-	\$ 	\$	•	\$	*
362	Equipment Rentals	\$	-	\$ -	\$	-	\$	-
337	Grants and Donations	\$	-	\$ -	\$	-	\$	-
361	Interest Earnings	\$	-	\$ ÷	\$	-	\$	-
364	Equipment and/or Other Sales	\$	-	\$ -	\$	-	S	•
369	Misc./Refunds (prior yr expenditures)	\$	-	\$ -	\$	-	\$	-
380	Other Sources	\$	-	\$ -	\$	-	\$	-
389	Loans	\$	-	\$ *	\$	-	\$	-
TOTAL F	RECEIPTS	\$	31,540.00	\$ -	\$	-	\$	31,540.00
	g Fund Balance	\$	-	\$ 12,327.00	\$	-	\$	12,327.00
Total Bu	dgetary Receipts & Balances	\$	31,540.00	\$ 12,327.00	\$	•	\$	43,867.00

BUDGETED EXPENDITURES

NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised

ACCT	Uniform Accounting System Transaction	T	Present Budget	Ī	Increase Request	Decrease Request	Ī	Revised Budget
NO		 _		<u> </u>	•	·	<u> </u>	_
l	Personal Services	\$	18,200.00		3,070.00	\$ -	\$	
	Personal Services Benefits	S	4,242.00		2,156.00	\$ -	\$	6,398.00
	Operating Expense	18	-	\$	-	\$ -	\$	
1	Travel & Per Diem	\$	500.00	\$	321.00	-	\$	821.00
11	Communication Services	\$	-	\$	-	\$ -	\$	-
	Freight Services	\$		\$	-	\$ -	\$	-
	Utility Service	\$	_	\$	-	-	\$	
	Rentals & Leases	\$	-	\$		-	\$	•
45	Insurance	\$		\$	-	-	\$	-
	Repairs & Maintenance	\$	3,200.00	\$	3,200.00	\$ -	\$	6,400.00
	Printing and Binding	\$	•	\$	-	\$ -	\$	-
	Promotional Activities	\$	-	\$	*	-	\$	-
49	Other Charges	\$	1,000.00	\$	-	\$	\$	1,000.00
51	Office Supplies	\$	-	\$	-	\$ -	\$	-
52.1	Gasoline/Oil/Lube	\$	2,000.00	\$	-	\$ -	\$	2,000.00
52.2	Chemicals	\$	2,298.00	\$	336.00	\$ -	\$	2,634.00
52.3	Protective Clothing	\$	-	\$	-	\$ -	\$	-
52.4	Misc. Supplies	\$	-	\$		\$ -	\$	*
52.5	Tools & Implements	\$	-	\$	-	\$ -	\$	-
54	Publications & Dues	\$	100.00	\$	100.00	\$ -	\$	200.00
55	Training	\$		\$	-	\$ -	s	-
60	Capital Outlay	\$	-	\$	3,144.00	\$ -	5	3,144.00
71	Principal	\$	-	\$	-	S -	\$	-
72	Interest	15	-	\$	-	\$ -	\$	
81	Aids to Government Agencies	\$	-	\$	_	\$ -	S	
	Other Grants and Aids	S		\$		\$ -	\$	_
89	Contingency (Current Year)	\$	_	S	-	\$ -	\$	
	Payment of Prior Year Accounts	\$	-	\$	-	\$ -	\$	
	UDGET AND CHARGES	\$	31,540.00	\$	12,327.00	\$ -	\$	43,867.00
	Reserves - Future Capital Outlay	s	21,010.00	S	72,021.00	\$ -	\$	10,007.00
	Reserves - Self-Insurance	\$	-	\$		\$ -	\$	
	Reserves - Cash Balance to be Carried Forward	s	_	\$		\$ -	\$	
	Reserves - Sick and Annual Leave	18		\$		\$ -	\$	
	ESERVES	\$		\$		\$ -	\$	<u>-</u>
	UDGETARY EXPENDITURES and BALANCES	\$	21 540 00	\$		<u> </u>		42 007 00
	UND BALANCE		31,540.00	_	12,327.00	<u> </u>	\$	43,867.00
ENDING	UND DALANCE	\$		\$	•	\$ -	\$	

APPROVED:		DATE
Chairman of the Bo	ard, or Clerk of Circuit Court	
APPROVED:		DATE
Mosquito	Control Program	



Board of Commissioners for

Florida Department of Agriculture and Consumer Services Division of Agricultural Environmental Services

Submit to: Mosquito Control 3125 Conner Blvd, Bldg 6 Tallahassee, FL 32399-1650

Date:

11/5/2015

ARTHROPOD CONTROL BUDGET AMENDMENT

Section 388.361, F.S. and 5E-13.027, F.A.C. Telephone (850) 617-7995 Fax (850) 617-7969

A STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT. USE PAGE TWO FOR THIS PURPOSE.

Fiscal Year: 2015-2016 Amendment No. 2

Amending: Local Funds_X_State Funds_(Check appropriate fund account to be amended. Use a separate form for each fund). The COLUMBIA District hereby submits to the Department of Agriculture and Consumer Services,

for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized.

Total Available Cash and Receipts	Reserves	T	Present Budget	Increase Request	Dec	crease Request	Revised Budget
\$ 31,540.00	\$ -	\$	31,540.00	\$ 12,327.00	S	-	\$ 43,867.00

NAME SOURCE OF INCREASE: (Explain Decrease) -

FY14/15 Carry-Forward to FY15/16

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 31,540.00	\$	\$ -	\$ 31,540.00
334.1	State Grant	\$ *	\$	\$ •	\$
362	Equipment Rentals	\$ -	\$ 44.	\$ *	\$ -
337	Grants and Donations	\$	\$ -	\$ _	\$ -
361	Interest Earnings	\$	\$ -	\$ -	\$ _
364	Equipment and/or Other Sales	\$ -	\$ •	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ -	\$ -	\$ -	\$ -
380	Other Sources	\$ _	\$ -	\$ -	\$ -
389	Loans	\$	\$	\$	\$ -
TOTAL F	RECEIPTS	\$ 31,540.00	\$ -	\$ -	\$ 31,540.00
Beginnin	g Fund Balance	\$ *	\$ 12,327.00	\$ *	\$ 12,327.00
Total Bu	getary Receipts & Balances	\$ 31,540.00	\$ 12,327.00	\$ *	\$ 43,867.00

BUDGETED EXPENDITURES

NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised.

ACCT NO	Uniform Accounting System Transaction	Ī	Present Budget	Ī	Increase Request		Decrease Request	Revised Budget
	Personal Services	\$	18,200.00	S	3,070.00	\$		\$ 21,270.00
20	Personal Services Benefits	\$	4,242.00	5	2,156.00	S	-	\$ 6,398.00
30	Operating Expense	S		\$	-	\$	-	\$ •
40	Travel & Per Diem	\$	500.00	1 \$	321.00	\$	•	\$ 821.00
41	Communication Services	\$	-	\$	**	\$	-	\$
42	Freight Services	\$	-	\$	-	\$	*	\$
43	Utility Service	\$		S		\$		\$
44	Rentals & Leases	\$	-	5		\$	•	\$
45	Insurance	\$	-	\$	-	\$	-	\$ -
46	Repairs & Maintenance	\$	3,200.00	\$	3,200.00	\$	-	\$ 6,400.00
47	Printing and Binding	\$	_	\$	-	S	-	\$ -
48	Promotional Activities	\$	-	\$	•	\$	-	\$ -
49	Other Charges	\$	1,000.00	\$	-	\$		\$ 1,000.00
51	Office Supplies	S	-	\$	-	\$		\$ -
52.1	Gasoline/Oil/Lube	\$	2,000.00	\$	-	\$	-	\$ 2,000.00
52.2	Chemicals	\$	2,298.00	\$	336.00	\$	-	\$ 2,634.00
52.3	Protective Clothing	\$		\$		\$	*	\$ _
52.4	Misc. Supplies	\$	_	\$	_	\$		\$ -
52.5	Tools & Implements	\$	*	\$	-	\$		\$
54	Publications & Dues	\$	100.00	\$	100.00	\$	-	\$ 200.00
55	Training	\$	-	\$	-	\$	-	\$ -
60	Capital Outlay	\$	-	\$	3,144.00	\$	-	\$ 3,144.00
71	Principal	\$	-	\$	-	\$	-	\$ -
72	Interest	\$	-	\$		\$	-	\$ -
81	Aids to Government Agencies	\$	-	\$	-	\$	•	\$ -
83	Other Grants and Aids	\$	-	\$	*	53	-	\$ -
89	Contingency (Current Year)	\$	-	\$	-	\$	-	\$ -
99	Payment of Prior Year Accounts	\$	-	\$		\$		\$ _
TOTAL B	UDGET AND CHARGES	\$	31,540.00	\$	12,327.00	\$	-	\$ 43,867.00
0.001	Reserves - Future Capital Outlay	\$	-	\$	-	\$	•	\$ *
	Reserves - Self-Insurance	\$	-	\$	-	\$	_	\$ •
0.003	Reserves - Cash Balance to be Carried Forward	\$	-	\$	-	\$	-	\$ -
0.004	Reserves - Sick and Annual Leave	\$	-	\$	-	\$	-	\$ -
TOTAL R	ESERVES	\$	-	\$	-	\$	-	\$ -
TOTAL B	UDGETARY EXPENDITURES and BALANCES	\$	31,540.00	\$	12,327.00	\$	-	\$ 43,867.00
	FUND BALANCE	\$	•	\$	•	\$	-	\$

APPROVED:		DATE
	Chairman of the Board, or Clerk of Circuit Court	
APPROVED:		DATE
	Mosquito Control Program	

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

12

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

•	·	
Today's Date: 11/13/15	Meeting Date: <u>11/19/15</u>	
Name: Ben Scott	Department: Administration	
Division Manager's Signature	:. Ben Scoo	
1. Nature and purpose of age	enda item: Approve attached 2015 fiscal year end budget amendment.	······
######################################		
Attach any correspondence in memorandums, etc.	nformation, documents and forms for action i.e., contract agreemen	its, quotes,
2. Fiscal impact on current bu	udget.	
Is this a budgeted item?	□ N/A	
	☐ Yes Account No	
	☑ No Please list the proposed budget amendment to fund this	request
Budget Amendment Number:	<u>BA 15-86</u>	
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

2015 Year End Budget Amendment

GENERAL FUND		
PERSONAL SERVICES	\$	1,821.85
OPERATING EXPENDITURES	\$	(1,821.85)
CLERK TO BOARD		· · · · · · · · · · · · · · · · · · ·
PERSONAL SERVICES		(\$426,897.61)
OPERATING EXPENDITURES		(\$1,532.92)
PROPERTY APPRAISER		
OPERATING EXPENDITURES	\$	(1,259,188.88)
COUNTY ATTORNEY		
PERSONAL SERVICES	\$	9,408.74
OPERATING EXPENDITURES	\$	(7,909.60)
SUPERVISOR OF ELECTIONS		
PERSONAL SERVICES		(\$413,123.60)
OPERATING EXPENDITURES		(\$10,233.37)
ELECTIONS		
PERSONAL SERVICES	\$	(139,000.00)
OPERATING EXPENDITURES	\$	(140,000.00)
NON DEPARTMENTAL		(0.00=.00)
PERSONAL SERVICES	\$	(6,897.32)
OPERATING EXPENDITURES	\$	12,672.98
FACILITIES MANAGEMENT	•	(00.700.00)
PERSONAL SERVICES	\$ \$	(28,726.28)
OPERATING EXPENDITURES	Ф	(3,369.55)
ANNEX OPERATING EXPENDITURES	\$	(7 564 57)
MONTGOMERY BLDG	·Ψ	(7,564.57)
OPERATING EXPENDITURES		
SHERIFF ADMIN FACILITY		
OPERATING EXPENDITURES	\$	3,369.55
SOE FACILITY	Ψ	0,000.00
OPERATING EXPENDITURES	\$	7,494.32
LOCAL EMPA 15/16		
PERSONAL SERVICES	\$	131.83
OPERATING EXPENDITURES	\$	54.90
MEDICAL EXAMINER		
OPERATING EXPENDITURES	\$	21,335.00
CCSD CORRECTIONS		
PERSONAL SERVICES		(\$2,938,751.00)
OPERATING EXPENDITURES		(\$1,089,932.00)
CAPITAL OUTLAY		(\$30,000.00)
PERSONAL SERVICES		(\$6,202,508.00)
OPERATING EXPENDITURES		(\$1,476,991.00)
CAPITAL OUTLAY		(\$393,249.00)
JUDICIAL SERVICES		in the second section of the second section is the second section of the second section of the second section of the second section is the second section of the section
PERSONAL SERVICES		(\$749,410.00)
OPERATING EXPENDITURES		(\$102,361.00)
MAIN LIBRARY		E4 C44 20
OPERATING EXPENDITURES	\$	51,611.30

CAPITAL OUTLAY	\$	(51,611.30)
FT. WHITE LIBRARY		
PERSONAL SERVICES		
OPERATING EXPENDITURES	\$	11,347.16
CAPITAL OUTLAY	\$	(11,347.16)
RECREATION CENTERS		(F 72F 04)
GRANTS & AIDS OPERATING EXPENDITURES	\$	(5,735.24)
INTERFUND TRANSFERS OUT	, D	5,735.24
INTERFUND TRANSFERS OUT		\$15,373,178.38
SOUTHSIDE PARK		\$ 10,07 <u>0, 1</u> 70.00
OPERATING EXPENDITURES	\$	345,178.43
CAPITAL OUTLAY	\$	(356,678.43)
LAKE HARRIS FEMA MAP	7	(
OPERATING EXPENDITURES	\$	11,500.00
GENERAL FUND TOTALS:	\$	0.00
LIBRARY ENHANCEMENT		
LITERACY		
OPERATING EXPENDITURES	\$	956.22
CAPITAL OUTLAY	\$	(956.22)
WEST BRANCH		
PERSONAL SERVICES		
OPERATING EXPENDITURES	\$	7,491.00
CAPITAL OUTLAY	\$	(7,491.00)
LIBRARY ENHANCEMENTS	ċ	2 620 47
OPERATING EXPENDITURES CAPITAL OUTLAY	\$ \$	3,630.17 (3,630.17)
LIBRARY ENHANCEMENT TOTALS:	φ \$	(3,030.17)
EIDICACT ENTIANCEMENT TOTALS.	Ψ.	
COURT SERVICES FUND		
COUNTY COURT		
PERSONAL SERVICES	\$	(2,009.11)
CLERK STORAGE	\$	12,635.83
RESERVES		
RESERVES	\$	(10,626.72)
COURT SERVICES FUND TOTALS:	•	
COURT SERVICES FUND TOTALS:	, : Ф	
A CONTROL OF THE CONT		
ROAD IMP DEBT SERVICE		
DEBT SERVICE		
DEBT SERVICE	\$	47,885.43
RESERVES		
RESERVES	\$	(47,885.43)
	war in zoo	
ROAD IMP DEBT SERVICE TOTALS:	- \$	-

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

13

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10/29/15</u>		Meeting Date: 1	1/19/15
Name: Ben Scott		Department: _Ad	ministration
Division Manager's Signature:	- Pen	3 ur	
1. Nature and purpose of ager	nda item: Tax Collec		
Attach any correspondence in memorandums, etc.	formation, docum	nents and forms for a	ction i.e., contract agreements, quotes,
2. Fiscal impact on current but	dget.		
Is this a budgeted item?	✓ N/A		
	☐ Yes Accou	nt No.	
	☐ No Please	list the proposed bud	lget amendment to fund this request
Budget Amendment Number:_	WALLES AND THE STREET OF THE S	10. Addressed to the Control of the	
FROM		<u>TO</u>	AMOUNT
	For Use o	f County Manger Onl	y:
	[] Consent Ite	em [] Discussion	n Item

Ronnie Brannon, Tax Collector



Proudly Serving The People of Columbia County
135 NE Hernando Ave., Suite 125 • Lake City, Florida 32055-4006
(386) 758-1077 • (386) 719-7462 Fax

October 27, 2015

Honorable Rusty DePratter, Chairman Columbia County Board of Commissioners P.O. Box 1529 Lake City, FL 32056

Dear Chairman DePratter:

State Law requires that the Tax Collector request from the Board of Commissioners an advance on commissions to be earned on the collection of the upcoming Tax Roll. The advance should total one-twelfth of the commissions earned during the preceding fiscal year. The advance is used by the Tax Collector to cover office expenses during the months in which no commissions are earned.

Unlike a governing body, Florida Tax Collectors do not have the ability to carry cash forward from the previous year's budget. Instead, Tax Collectors pay all excess fees to the Board of Commissioners, and by proportion, to the other taxing authorities.

Therefore, in compliance with FS 192.102, I would ask that the sum of \$60,950.00 be paid to the Tax Collector by November 1, 2015 with the understanding the funds will be deducted from the first billing to the County Commission for the School Board Commissions on or around December 1, 2015 after the tax roll has been open and this office has earned its first commissions of the tax year.

In an unrelated matter, please be advised that the unspent fees earned by the Tax Collector's Office for the 2014-15 budget year will be received by the Board of Commissioners during the first week in November.

Sincerely

Ronnie Brannon, Tax Collector

Proudly Serving the People of Columbia County

RB/sb Encls.

RONNIE BRANNON COLUMBIA COUNTY TAX COLLECTOR

UNSPENT REVENUE FYE 9/30/15

10/26/15 SB

COMMISSIONS	R	EVENUE	% OF TOTAL	AN	10UNT DUI
BCC	\$	731,357.78	40.055%	\$	99,767.95
LAKE SHORE	\$	44,664.42	2.446%	\$	6,092.43
SRWMD	\$	19,225.93	1.053%	\$	2,622.79
BCC SPECIAL ASSESSMENTS	\$	170,330.89	9.329%	\$	23,236.43
CITY SPECIAL ASSESSMENT	\$	34,585.53	1.894%	\$	4,717.53
TOTAL COMMISSIONS	\$	1,000,164.55	54.777%	\$	136,437.13
OTHER REVENUE	•	2,000,201100	• • • • • • • • • • • • • • • • • • • •	•	100,101120
HSMV	\$	380,750.10			
DL FEES	\$	128,203.65			
FFWC	\$	4,671.75			
SALES TAX COMMISSION	\$	1,530.00			
BTR	\$	16,907.80			
BIRTH CERTIFICATE	\$	981.25			
CWP	\$	944.00			
CURR/DELQ FEES	\$	196,263.50			
MISC REVENUE	\$	6,828.61			
OVER/SHORT	\$	358.82			
INTEREST	\$	390.01			
BCC SA ADMIN	\$	73,598.00			
CITY SA ADMIN	\$	14,307.00			
OTHER REVENUE TOTAL	\$	825,734.49	45.223%	\$	112,640.27
TOTAL ALL REVENUE	\$	1,825,899.04		\$	249,077.40
TOTAL EXPENDITURES	\$	(1,576,821.64)			
TOTAL EXCESS FEES	\$	249,077.40			
BCC 63		CHECK#		\$	235,644.65
LSH 62				\$	6,092.43
SRWMD 46				\$	2,622.79
CITY 66				\$	4,717.53
TOTAL PD	ARTIMETER POLYMAN	Ernighten berromberen unsverset in sommenen voerlaksen interdessen eine desse eine eine eine eine eine eine ein		\$	249,077.40

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

_					
Today's Date: 10/29/15	The second secon	Meeting Date	: 11/19/15		
Name: Ben Scott		Department:	Administration		
Division Manager's Signature:	Ren S	00			
1. Nature and purpose of age	nda item: Close-out a	nnual report for 2013	-2014 SHIP program.		
					Maria Commission of the Assistance of the Assist
Attach any correspondence ir memorandums, etc.	nformation, docume	ents and forms fo	or action i.e., cont	ract agreem	 nents, quotes,
2. Fiscal impact on current bu	dget.				
Is this a budgeted item?	✓ N/A				
	☐ Yes Accoun	it No			
	☐ No Please li	st the proposed l	budget amendme	ent to fund t	his request
Budget Amendment Number:					
FROM		<u>TO</u>			AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item



Suwannee River Economic Council, Inc. Post Office Box 70 Live Oak, Florida 32064

ADMINISTRATIVE OFFICE - PHONE (386) 362-4115 FAX (386) 362-4078 E-Mail: mattpearson@suwanneeec.net

October 23, 2015

RECEIVED

OCT 26 2015

Board of County Commissioners Columbia County

Mr. Ben Scott County Manager Columbia County PO Box 1529 Lake City, Florida 32056-1529

Re: Request to be placed on the next Columbia County BOCC agenda

Dear Mr. Scott:

Due to changes in the appropriation of SHIP funds for the 2013-2014 allocation year, we are required by SHIP rules to submit a close-out Annual Report for the above mentioned funding year. In this regard, enclosed please find the Columbia County SHIP Annual Report for the close-out of 2013-2014 SHIP Funds and Local Housing Incentives Certification for approval at the next County Commission meeting. Please have all signed and witnessed as indicated and return two (2) originals to SREC and retain one (1) original for your files.

Should you have any questions, please give me a call.

Sincerely,

SUWANNEE RIVER ECONOMIC COUNCIL, INC.

Matt Pearson

Executive Director

MP/sb 🚱

Enclosures

c: Annual Report File 2015

SERVING

BRADFORD - COLUMBIA - DIXIE - GILCHRIST - HAMILTON - LAFAYETTE - LEVY - MADISON - PUTNAM - SUWANNEE - TAYLOR - UNION
"This institution is an equal opportunity provider and employer."

State Housing Initiatives Partnership (SHIP) Program Annual Report and Local Housing Incentives Certification

On Behalf of _	Columb	bia County , I hereby co	ertify th	at:					
1.	1. The annual reporting information submitted electronically to Florida Housing Finance								
	Corpo	Corporation is true and accurate for the closeout year <u>2013-2014</u> and interim years <u></u> .							
2.	The lo	cal housing incentives o	r local l	nousing incentive plan have been implemented or ar	e in				
	the pro	ocess of being implemen	ited. In	cluding, at a minimum:					
	a.	Permits as defined in s	s.163.31	64 (15) and (16) for affordable housing projects are	2				
		expedited to a greater	degree t	than other projects; and					
b. There is an ongoing process for review of local policies, ordinances, regulations, and									
		plan provisions that in	crease t	he cost of housing prior to their adoption.					
3.	The cu	ımulative cost per newly	constru	icted housing per housing unit from these actions is					
	estima	ted to be <u>\$0.00</u> .							
4.	The cu	ımulative cost per rehab	ilitated	housing per housing unit from these actions is estim	ated				
	to be _	\$0.00							
Name of Staff	member	responsible for submitti	ing annı	ual report: <u>Stephanie Barrington</u> .					
Witness Signa	ture	Da	ate	Chief Elected Official or Designee Signature	Date				
Witness Printe	d Name	Da	ite	Chief Elected Official or Designee Printed Name	Date				
Witness Signa	ture	Da	ite						
With and Dailed	LNI								
Witness Printe	a Name	Da	ite						
Or				ATTEST (Seal)					
				ATTEST (Scal)					
Signature		Dat	e e						

420.9075 (10) Each county or eligible municipality shall submit to the corporation by September 15 of each year a report of it affordable housing programs and accomplishments through June 30 immediately preceding submittal of the report. The report shall be certified as accurate and complete by the **local government's chief elected official or his or her designee.** Transmittal of the annual report by a county's or eligible municipality's chief elected official, or his or her designee, certifies that the local housing incentive strategies, or, if applicable, the local housing incentive plan, have been implemented or are in the process of being implemented pursuant to the adopted schedule for implementation.

September 2015

State Housing Initiatives Partnership (SHIP) Program Annual Report and Local Housing Incentives Certification

The annual reporting information submitted electronically to Florida Housing Finance

On Behalf of <u>Columbia County</u>, I hereby certify that:

1.

	Corpo	oration is true and ac	ccurate for	the closeout year <u>2013-2014</u> and interim years <u></u>						
2.	The le	ocal housing incenti	ntives or local housing incentive plan have been implemented or are in							
		•		Including, at a minimum:						
	a.			.3164 (15) and (16) for affordable housing projects are	e					
		expedited to a gre	eater degre	ee than other projects; and						
	b.	There is an ongoi	ng process	s for review of local policies, ordinances, regulations,	and					
		plan provisions th	nat increas	e the cost of housing prior to their adoption.						
3.	The c	umulative cost per n	newly cons	structed housing per housing unit from these actions is	,					
	estima	ated to be <u>\$0.00</u> .								
4.	The c	umulative cost per r	ehabilitate	ed housing per housing unit from these actions is estim	ated					
	to be	\$0.00								
Name of Staff I	nembe	r responsible for sub	omitting ar	nnual report: <u>Stephanie Barrington</u> .						
Witness Signat	ire		Date	Chief Elected Official or Designee Signature	Date					
Witness Printed	Name	,	Date	Chief Elected Official or Designee Printed Name	Date					
Witness Signat	ıre		Date							
Witness Printed	Name		Date							
Or				ATTEST (Seal)						
Signature			Date							

420.9075 (10) Each county or eligible municipality shall submit to the corporation by September 15 of each year a report of it affordable housing programs and accomplishments through June 30 immediately preceding submittal of the report. The report shall be certified as accurate and complete by the **local government's chief elected official or his or her designee.** Transmittal of the annual report by a county's or eligible municipality's chief elected official, or his or her designee, certifies that the local housing incentive strategies, or, if applicable, the local housing incentive plan, have been implemented or are in the process of being implemented pursuant to the adopted schedule for implementation.

State Housing Initiatives Partnership (SHIP) Program Annual Report and Local Housing Incentives Certification

On Behalf of <u>Columbia County</u>, I hereby certify that:

implemented pursuant to the adopted schedule for implementation.

1.	The a	nnual reporting inforn	nation sub	omitted electronically to Florida Housing Finance	
	Corpo	oration is true and accu	irate for t	he closeout year <u>2013-2014</u> and interim years	
2.	The le	ocal housing incentive	s or local	housing incentive plan have been implemented or as	re in
	the pr	ocess of being implem	nented. Ir	ncluding, at a minimum:	
	a.	Permits as defined	in s.163.3	164 (15) and (16) for affordable housing projects are	Э
		expedited to a great	er degree	than other projects; and	
	b.	There is an ongoing	g process	for review of local policies, ordinances, regulations,	and
		plan provisions that	increase	the cost of housing prior to their adoption.	
3.	The c	umulative cost per nev	vly constr	ructed housing per housing unit from these actions is	j
	estima	ated to be <u>\$0.00</u> .			
4.	The c	umulative cost per reh	abilitated	housing per housing unit from these actions is estimated	ıated
	to be	\$0.00			
Name of Staff	membe	r responsible for subm	itting ann	ual report: <u>Stephanie Barrington</u> .	
Witness Signa	ture		Date	Chief Elected Official or Designee Signature	Date
Witness Printe	d Name		Date	Chief Elected Official or Designee Printed Name	Date
Witness Signa	ture		Date		
Witness Printe	d Name		 Date		
Or				ATTEST (Seal)	
Signature		Ε	 Date		
year a report o submittal of th elected officia municipality's	f it affor e report l or his chief el	dable housing program The report shall be control or her designee. Transected official, or his or	ns and accertified as nsmittal or her design	hall submit to the corporation by September 15 of each complishments through June 30 immediately preced accurate and complete by the local government's confittent of the annual report by a county's or eligible genee, certifies that the local housing incentive stratege been implemented or are in the process of being	ing hief

September 2015

SHIP Distribution Summary

Homeownership

Code	Strategy	Expended Amount	Units	Encumbered	Units	Unencumbered Amount	Units
1	Purchase Assistance with Rehab	\$157,092.88	9	\$.00	0	\$.00	0
6	Emergency Repair	\$185,407.12	26	\$.00	0	\$.00	0
	Homeownership Totals:	\$342,500.00	35	\$.00	0	\$.00	0

Rentals

Code Strategy Expended Links Encumbered Units Units Units Amount Units
--

Rental Totals:

Subtotals:

\$342,500.00

35

\$.00

0

\$.00

(

Additional Use of Funds

Use Administrative	Expended \$10,500.00	Encumbered !	Unencumbered
Homeownership Counseling	\$7.0,000.00		
Admin From Program Income			
Admin From Disaster Funds			

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Ė	otals:⊦⊸	• • • • • • • • • • • • • • • • • • •	्र 💎 💎 र 🕻 🗘 र	3,000.00	35	\$.00	0 1		0.35	0
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Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds:	Amount
State Annual Distribution	\$350,000.00
Program Income (Interest)	
Program Income (Payments)	\$3,000.00
Recaptured Funds	
Disaster Funds	
Other Funds	
Carryover funds from previous year	\$.00
Total:	\$353,000.00

^{*} Carry Forward to Next Year: \$.00

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

Rental Unit Information

Description :: 5	Eff.*	1 Bed	_ 2 Bed *	3 Bed	4 Bed
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√

No rental strategies are in use

Recap of Funding Sources for Units Produced ("Leveraging")

Source of Funds Produced through June 30th for Units	Amount of Funds Expended to Date	% of Total Value :
SHIP Funds Expended	\$342,500.00	39.06%
Public Moneys Expended	\$91,000.00	10.38%
Private Funds Expended	\$438,520.00	50.02%
Owner Contribution	\$4,756.45	.54%
Total Value of All Units	\$876,776.45	100.00%

SHIP Program Compliance Summary - Home Ownership/Construction/Rehab

Compliance Category ,	SHIP Funds	Trüst Funds 🚶	% of Trust Fund	FL Statute Minimum %
Homeownership	\$342,500.00	\$350,000.00	97.86%	65%
Construction / Rehabilitation	\$342,500.00	\$350,000.00	97.86%	75%

Program Compliance - Income Set-Asides

→ Income Category	*SHIP Funds Expended	SHIP Funds Encumbered	SHIP Fünds Unencumbered	Total of SHIP Funds	Total * Available Funds % *
Extremely Low	\$60,135.00	\$.00	\$.00	\$60,135.00	17.04%
Very Low	\$150,272.12	\$.00	\$.00	\$150,272.12	42.57%
Low	\$108,092.88	\$.00	\$.00	\$108,092.88	30.62%
Moderate	\$24,000.00	\$.00	\$.00	\$24,000.00	6.80%
Totals	: \$342,500.00	\$.00	\$.00	\$342,500.00	97.03%

Project Funding for Expended Funds Only

Income Category	Total Funds Mortgages, Loans & DPL's	Mortgages, Loans & DPL Unit #s	Total Funds SHIP Grants	SHIP Grant Unit #s	Total SHIP Funds* Expended	Total #5
Extremely Low	\$25,000.00	1	\$48,865.00	7	\$73,865.00	8
Very Low	\$.00	0	\$136,542.12	19	\$136,542.12	19
Low	\$108,092.88	6	\$.00	0	\$108,092.88	6
Moderate	\$24,000.00	2	\$.00	0	\$24,000.00	2
Totals:	\$157,092.88	9	\$185,407.12	26	\$342,500.00	35

Number of Households/Units Produced

Strategy	List Unincorporated and Each Municipality	ELI'	VLI	Low	Mod	Total
Purchase Assistance with Rehab	Incorporated	1	0	3	1	5
Purchase Assistance with Rehab	Unincorporated	0	0	3	1	4
Emergency Repair	Incorporated	2	8	0	0	10
Emergency Repair	Unicorporated	5	11	0	0	16
	Totals:	8	19	6	2	35

Characteristics/Age (Head of Household)

Description	List Unincorporated and Each & Municipality	3 0 - 25⊘	26 - 40	41 - 61	62+	Total
Purchase Assistance with Rehab	Incorporated		4	1		5
Purchase Assistance with Rehab	Unincorporated	2	1	1		4
Emergency Repair	Incorporated			6	4	10
Emergency Repair	Unicorporated			6	10	16
	Totals:	2	5	14	14	35

Family Size

Description	List Unincorporated and Each Municipality	1	2-4 People	5 + People	Total
Purchase Assistance with Rehab		THE TOUR ME IS AND AND	3	2	5
Purchase Assistance with Rehab	Unincorporated		3	1	4
Emergency Repair	Incorporated	4	6		10
Emergency Repair	Unicorporated	8	6	2	16
	Totals	12	18	5	35

Race (Head of Household)

: Description	List Unincorporated and Each Municipality	White	Black	Hisp- anic	Asian	Amer- Indian	Other	Total /
Purchase Assistance with Rehab	Incorporated	3	2					5
Purchase Assistance with Rehab	Unincorporated	4						4
Emergency Repair	Incorporated	2	8					10
Emergency Repair	Unicorporated	8	7		1			16

Special Needs (Any Member of Household)

Description (8.8)	List Unincorporated and Each Municipality	Farm Worker	Devel. Dis- abled	Home- less	Elderly	Special Needs	Special Needs	Total
Purchase Assistance with Rehab	Incorporated							0
Purchase Assistance with Rehab	Unincorporated							0
Emergency Repair	Incorporated							0
Emergency Repair	Unicorporated							0

Totals:

Special Target Groups for Funds Expended (i.e. teachers, nurses, law enforcement, fire fighters, etc.) Set Aside

0

Status of Incentive Strategies

Incentive Strategy:

- 1) Expediting permits
- 2) A process calling for the county building department to review any change in county ordinance, policy comprehensive plan, building regulation or procedure which may increase the cost of housing, prior to its adoption by the County Commission. County staff will review the proposed action and prepare a written report with recommendations prior to the adoption of the action. The staff's review will consider the date, action being considered, description of the action and potential costs on housing. When considering potential impact on housing, staff shall answer the following questions: 1. Will the action increase the cost of development? 2. Will the action increase time of approval? 3. Does the action increase long-term development costs?

Adopting Ordinance or Resolution Number or identify local policy:

- 1) Adopting Resolution 94-R-10 (original), adopted 02/17/94; Amended Resolution 95-R-17 adopted 03/16/95.
- 2) Adopted Resolution No. 94-R-10 on 02/17/94. Adopted Ordinance No. 2007-40 on 10/18/07 Adopted Ordinance No. 2007-41 on 10/18/07

Implementation Schedule (Date):

- 1) From the date of adoption if over 1,200 permits per year.
- 2) Implemented on adoption: 10/28/07

Has the plan or strategy been implemented? If no, describe the steps that will be taken to implement the plan:

- 1) The threshold of 1,200+ permits a year has not been met to trigger provision of the plan.
- 2) Ordinance No. 2007-40 and 2007-41 was commenced on October 28, 2007 affecting the fees for permits. The Columbia County Board of County Commissioners considered the potential impact when determining these fees. The actions will increase the cost of development. The actions will not increase the time of approval. The actions will increase long term development cost

Status of Strategy - (is the strategy functioning as intended, i.e. are the time frames being met, etc.):

- 1) There is not enough activity to trigger provisions; therefore, no revisions are necessary.
- 2) Strategy is functioning as intended.

Support Services

- 1) Suwannee River Economic Council, Inc. will provide a housing Counselor (not paid out of SHIP funds) to train persons for the responsibility of homeownership, credit counseling, etc.
- 2) The wide range of Suwannee River Economic Council, Inc. support services will be available to SHIP recipients including:

Community Services Block Grant (information & referral, emergency services and self sufficiency) Low Income Home Emergency Assistance Program

United States Department of Agriculture Commodities

Aging Programs

Transportation

Weatherization

Housing Preservation

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ı	NI/A
,	IV/A

Availability for Public Inspection and Comments

Advertised in local newspapers with no comment.

Homeownership Default & Foreclosure

Mortgage Foreclosures

- A. Very low income households in foreclosure:
- B. Low income households in foreclosure:
- C. Moderate households in foreclosure:

Foreclosed Loans Life-to-date: 5

SHIP Program Foreclosure Percentage Rate Life to Date: 5

Mortgage Defaults

- A. Very low income households in default: 0
- B. Low income households in default: 0
- C. Moderate households in default: 0

Defaulted Loans Life-to-date: 0

SHIP Program Default Percentage Rate Life to Date: 0

Welfare to Work Programs

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(N I / A		
N/A		
11N/A		
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Strategies and Production Costs

Strategy	Average Cost
Purchase Assistance with Rehab	\$16,306.96
Emergency Repair	\$6,733.32

Expended Funds

Total Unit Count:

35

Total Expended Amount:

\$342,500.00

Strategy	Full Name*	Address	City	Zip Code	Expended Funds	⊈ Unit . Counted
Purchase Assistance with Rehab	William D. Smith	127 SW Faul Court	Lake City	32024	\$17,088.59	
Emergency Repair	Lona Zeller	187 SW Arvid Glen	Lake City	32024	\$47.12	2
Emergency Repair	William Townsend	477 NW Huntsville Church Dr	Lake City	32055	\$7,500.00	
Emergency Repair	Audrey Young	211 SW Kingwood Place	Lake City	32024	\$6,500.00	
Emergency Repair	Katie Wilson	164 NW Martin Luther King St	Lake City	32055	\$7,500.00	
Emergency Repair	Ryetta Griffin	253 NW Fronie St	Lake City	32055	\$7,245.00	

	d (
Emergency Repair	Earnestine Armstrong	531 NE Gurley Ave	Lake City	32055	\$7,205.00	
Emergency Repair	David Gray*	218 se Eloise St.	Lake City	32025	\$7,500.00	
Emergency Repair	Nelda Jarrard*	1348 SE Lanvale St.	Lake City	32025	\$7,500.00	
Emergency Repair	Caroline Kelly	820 NE Richardson Terr	Lake City	32055	\$7,500.00	
Emergency Repair	Sharee Copeland	220 SE Murray Terr	Lake City	32055	\$7,190.00	
Emergency Repair	Nancy Harp	188 SE Colburn Ave	Lake City	32025	\$7,050.00	
Emergency Repair	Olive Chambers	532 SW Summerhill Glen	Lake City	32024	\$7,225.00	
Emergency Repair	Lawrence Woods	182 SW Ramon Woods Glen	Lake City	32024	\$7,085.00	
Emergency Repair	Grace Curry	1257 SW Birley Ave	Lake City	32024	\$6,390.00	
Emergency Repair	Joyce A. Skinner	308 SE Segrest Way	Lake City	32024	\$6,000.00	
Emergency Repair	Velma Arthur	562 NW Gibson Lane	Lake City	32055	\$7,135.00	
Emergency Repair	Audrey Nelson*	459 SE Lamond Ave	Lake City	32025	\$7,500.00	
Emergency Repair	Janie Kelly	417 NE Okinawa St	Lake City	32055	\$6,800.00	
Emergency Repair	Willie Wells	393 NW Darling Place	Lake City	32055	\$7,245.00	
Emergency Repair	Pearl Walker*	141 NE Fronie St	Lake City	32055	\$6,830.00	
Emergency Repair	Joyce B. Skinner	688 SE Margaret Drive	Lake City	32025	\$7,380.00	
Emergency Repair	Rhonda Davis*	1008 NE Double Run Rd	Lake City	32055	\$7,200.00	
Emergency Repair	Pamela Dicks*	151 SE Park Terr	Lake City	32055	\$7,330.00	
Purchase Assistance with Rehab	Jessica Gaskins	1185 SW Jamestown Glen	Lake City	32025	\$12,000.00	
Purchase Assistance with Rehab	Larry J. Parrish	2688 SW King St	Lake City	32024	\$18,000.00	
Purchase Assistance with Rehab	Michelle Harden	139 SE Megan Glen`	Lake City	32025	\$18,000.00	
Purchase Assistance with Rehab	James Hightower	178 SE Emerson Ct	Lake City	32025	\$18,000.00	
Purchase Assistance with Rehab	Travis Myers	1056 NE Goodvine Way	Lake City	32055	\$18,000.00	
Emergency Repair	Patrick Bowman	172 SE St. Margartets St.	Lake City	32025	\$7,320.00	
Emergency Repair	Sharlene Davis	513 NW Long St	Lake City	32055	\$7,500.00	
Emergency Repair	April Vick	815 NE Moore Rd.	Lake City	32055	\$7,500.00	
Emergency Repair	Jonnie Wyche	164 NE Derby Terr	Lake City	32055	\$6,230.00	
Purchase Assistance with Rehab	David Dickens	1126 NW Ashely St.	Lake City	32055	\$12,000.00	

· CONTRACTOR CONTRACTO						
Purchase Assistance with Rehab	Donald Hill	205 SW Birch Glen	Lake City	32024	\$18,000.00	
Purchase Assistance with Rehab	Brandy Newkirk	863 NW Early St.	Lake City	32055	\$25,000.00	
Purchase Assistance with Rehab	Joseph Webb - split w/ yr 14- 15	299 SE St. Johns St.	Lake City	32025	\$1,004.29	
ninistrative Exp	enditures					
N/A	onara. oo					
Recipients and			rigis karis ords visigensalis.	- Jakan ya 🚾 sanggala ang malayak sang	- COMMISSION - COMMISSION	P-1203843.
Name , , , ,		ss Type ∰Strategy C	overed	Respons	ibility :: Amou	nt
gram Income						
Program Income I	Funds 🛝 🥍 🤼					
Loan Repayment:		\$3,000	0.00			
Refinance:						
Foreclosure:						
Sale of Property:						
1						
Interest Earned:		9	S.00			
Interest Earned: Other ():		\$	5.00			
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Special Needs Breakdown

SHIP Expended and Encumbered for Special Needs Applicants

Code(s)	Strategies.	Expended Amount	Units	Encumbered Amount	Units
	se Assistance with Rehab	\$.00	125 en glav Ugaza	\$.00	24-2-2-1-17 M 17
6 Emerg	ency Repair	\$107,225.00	15	\$.00	0

Special Needs Category Breakdown by Strategy

Strategies	Special Needs Category	Expended .Amount	Units	Encumbered Amount	Units
(6) Emergency Repair	Person with Disabling Condition (not DD)	\$13,890.00	2	\$.00	0
(6) Emergency Repair	Receiving Supplemental Security Income	\$78,815.00	11	\$.00	0
(6) Emergency Repair	Developmental Disabilities	\$7,200.00	1	\$.00	0
	Receiving Veterans Disability Benefits	\$7,320.00	1	\$.00	0

BOARD OF COUNTY COMMISSIONERS COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10/19/2015</u>		Meeting Date: 11/19/20	15
Name: Ben Scott		Department: Administr	ration
Division Manager's Signature	e: <u>Bon</u>	Sur	
1. Nature and purpose of age	enda item: Reques	ting Approval of Resolution No. 201	5R-30 - 2014-2017 SHIP Local
Housing Assistance Plan			
Attach any correspondence i memorandums, etc.	nformation, docu	ments and forms for action	i.e., contract agreements, quotes
2. Fiscal impact on current b	udget.		
Is this a budgeted item?	✓ N/A		
	☐ Yes Acco	ount No	
	☐ No Pleas	e list the proposed budget a	mendment to fund this request
Budget Amendment Number	:		
FROM		TO	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item



Suwannee River Economic Council, Inc. Post Office Box 70 Live Oak, Florida 32064

ADMINISTRATIVE OFFICE - PHONE (386) 362-4115 FAX (386) 362-4078 E-Mail: mattpearson@suwanneeec.net

Ms. Penny Stanley Columbia County Board of County Commissioners POB 1529 Lake City FL 32056

Dear Ms. Stanley:

Enclosed is a Columbia County Resolution regarding language being added to the 2014-2017 SHIP Local Housing Assistance Plan for Board approval. This language is being added to support the Columbia County SHIP rules.

Upon approval, please have all three (3) copies executed. One copy is for you to keep and the other two (2) should be returned to us. If you have any questions or need additional information, please feel free to give me a call.

Sincerely,

Matt Pearson
Executive Director

MP/ssb\B

C: Columbia County LHAP Plan 2014-2017

SERVING

Bradford-columbia-dixie-gilchrist-hamilton-lafayette-levy-madison-putnam-suwannee-taylor-union
"This institution is an equal opportunity provider and employer."

RESOLUTION NO. 2015 R-30

A Resolution of the Board of County Commissioners of Columbia County adding the following language to the 2014-2017 SHIP Local Housing Assistance Plan:

- 1. Down payment assistance cannot exceed 50% of the cost of the home including closing costs.
- 2. Minimum client participation: 1% of the purchase price of the home. Value of land owned or given may be applied towards client's required minimum cash participation. Value of land owned or given may be applied toward client's required minimum cash participation. Sweat equity is allowed but must be included in contract.
- 3. Sales Contract, Loan Application (if applicable), Appraisal, Home Inspection Report (conducted by a certified inspector) and Wood Destroying Organism (WDO) report must be provided before SHIP funds are committed.
- 4. In the case of owner/seller financing, the interest rate may not exceed a pre-approved rate and the SHIP Lien is to be in the first priority position or the seller/financer must co-sign the SHIP Lien.
- 5. The County may forgive any of the SHIP assistance should there be insufficient net proceeds derived from a good faith sale of the property at market value during the ten (10) year period following the date of the SHIP Lien Agreement upon approval of the Columbia County Board of County Commissioners. "Net Proceeds" is defined as the amount remaining after all private debt is repaid.

Now therefore, be it resolved by the County Commission of Columbia County, Florida:

That the language of Items 1-5 above be added to the 2014-2017 SHIP Local Housing Assistance Plan.

Passed and adopted by the County Commission of Columbia County, Florida on the <u>19th</u> day of <u>NOVEMBER</u>, 2015.

(SEAL)	
	Chairman, RUSTY DEPRATTER
ATTEST:	
County Clerk, P. DEWITT CASON	

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BOARD OF COUNTY COMMISSIONERS ● COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 10/15/2015	Meeting Date: 11/19/2015	
Name: Scott Ward	Department: Administration	Section and the section of the secti
Division Manager's Signature: _	Sh	
1. Nature and purpose of agenc	a item: Requesting Approval of Resolution No. 2015R-31 - S	Supporting the The Low
Income Home Energy Assistance Prog	ram (LIHEAP)	
Attach any correspondence infomemorandums, etc.	rmation, documents and forms for action i.e., cor	ntract agreements, quotes,
2. Fiscal impact on current budg	et.	
Is this a budgeted item?	✓ N/A	
	☐ Yes Account No	
	☐ No Please list the proposed budget amendm	ent to fund this request
Budget Amendment Number:		
<u>FROM</u>	<u>TO</u>	AMOUNT
	For Use of County Manger Only:	

[] Consent Item

[] Discussion Item

Resolution Supporting Adequate Funding of The Low Income Home Energy Assistance Program (LIHEAP)

RESOLUTION NO. 2015R-31

WHEREAS, The Columbia County Board of County Commissioners recognizes electric and gas utility service to be a vital key to the health, safety and well-being of Florida households and families; and

WHEREAS, poverty, unemployment and the slow economic recovery remain persistent national problems for many, and household expenses remain a burden on low-income households; and

WHEREAS, low-income families in Florida disproportionately spend about three times more of their income on basic energy services than the typical middle-income American family; and

WHEREAS, homes in low-income and minority communities severely lack energy efficiency features that enable lower energy bills; *and*

WHEREAS, LIHEAP provides vital heating and cooling assistance to low-income families, including working-poor households, senior citizens, persons with disabilities and veterans; *and*

WHEREAS, the severe constraints on state budgets and the increased strain on the nation's support system provided by nonprofit, faith-based and other community organizations have reduced other resources available for energy assistance; *and*

WHEREAS, the primary Federal program providing assistance to low-income households to pay high energy bills is the Low Income Home Energy Assistance Program (LIHEAP); *and*

WHEREAS, the Low Income Home Energy Assistance Program (LIHEAP) has been an effective and successful program in meeting the energy needs of low-income elderly, disabled, veterans and-working-poor households, and those making the difficult transition from welfare to work, throughout the United States, including Florida; *and*

WHEREAS, LIHEAP is not an entitlement, but rather a targeted block grant program which provides flexible Federal-State partnerships and is the foundation for many programs authorized by state public utility commissions to assist low-income customers to meet their bill payment obligations through direct assistance; to prevent service terminations during cold and hot weather emergencies; to make the transition from public assistance to economic self-reliance; to help low-income households remain economically self-sufficient; *and*

WHEREAS, federal LIHEAP funding has declined from \$5.1 billion in 2010 to \$3.4 billion in 2015; and

WHEREAS, less than 135,000 Florida households received LIHEAP assistance in 2014, or less than ten (10%) of all eligible; *and*

WHEREAS, according to the National Energy Assistance Directors Association, many low-income families "will have few choices but to cut back on essential necessities, such as medicine, food, and clothing"; and

Resolution Supporting Adequate Funding of The Low Income Home Energy Assistance Program (LIHEAP)

WHEREAS, The National Energy and Utility Affordability Coalition (NEACE) and other consumer advocate groups support increased LIHEAP funding and have asked that LIHEAP funding be increased to \$4.7 billion for FY 2016, which is the fully authorized funding level approved in the Energy Policy Act of 2005; *and*

WHEREAS, another impactful solution to increase Florida's share of funding, without increasing the overall federal LIHEAP budget, is for Congressional budget appropriators to simply follow the enabling law – the allocation formula actually prescribed by Congress. Florida and other states (especially warm weather states) in great need would see a significant increase in their LIHEAP share, as the enabling law recognizes the dangers of extreme heat as well as extreme cold. It also factors in energy costs and the most recent demographics of population and poverty. In fact, the Congressional Research Service's latest (June 25, 2015) estimate confirmed that Florida would conservatively gain an additional \$38.5 million in LIHEAP funding - or 55% - if appropriations adhered to LIHEAP's enabling law. This is with no increase in the current federal funding total of \$3.39 billion;

NOW THEREFORE BE IT RESOLVED, that The Board of County Commissioners urges all members of the United States Congress to vote to appropriate LIHEAP funding of at least \$3.3 billion in the FY 2016 budget; and that Congress follow the enabling law when determining appropriations by state.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to all members of Congress, seeking their support continued funding for this program.

PASSED AND ADOPTED in regular session on this 19th day of November, 2015, in Lake City, Columbia County, Florida.

BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA

ATTEST:	BY:RUSTY DEPRATTER, CHAIRMAN
P. DEWITT CASON, CLERK OF COURT	(SEAL)



At Issue: The Low Income Home Energy Assistance Program (LIHEAP)

Florida's LIHEAP Funding Jumps +55% if Congress Follows Enabling Law

- LIHEAP needs at least \$3.39 billion in FY16. Between FY09 and FY15, LIHEAP's appropriation has fallen 35% from \$5.1 to \$3.39 billion despite growing need for the program.
- If LIHEAP's enabling law is followed, Florida and other affected states would receive their fair share of funding. The US Congressional Research Service (CRS) reports Florida gains \$38.5 million (+55%) if Congress were to just follow LIHEAP's enabling law, even if it levelfunds the program in FY16.

Background

LIHEAP isn't an entitlement. If a household is approved by a Florida agency to receive assistance, the resulting credit to an energy provider can cover part of an approved household's heating or cooling costs. Households must apply and be verified as eligible to meet program criteria. Florida prioritizes households with elderly, handicapped, preschoolers and high energy burdens.

How LIHEAP's Enabling Law is Supposed to Work

LIHEAP's enabling law requires funds **under** \$1.975 billion be disbursed through the program's "old" formula, which favors cold weather states. Funds **over** \$1.975 billion are to flow through LIHEAP's "new" formula, which improves benefits to warm-weather and growth states.

The Problem

LIHEAP's "new" formula has been unfairly overridden within annual 'Labor/ HHS' and continuing appropriations bills. This wording shunts almost \$1 billion from LIHEAP's "new" formula to its "old" one without explanation. This takes millions of dollars away from thousands of at-risk Floridians.

FY16's SENATE REPORT LANGUAGE OFFERS A STEP IN THE RIGHT DIRECTION

Given the Senate's recognition of the LIHEAP formula diversion issue, the following language now accompanies its FY16 Labor/HHS Appropriations bill: "Since FY 2009 appropriations language has modified the statutory formula for allocating funds to States. As a result, the vast majority of funding is allocated based on historical allocation levels, and a much smaller amount based on dynamic factors such as the number of low income households and home heating and cooling costs by State. The Committee directs the Secretary to submit a report within 90 days of enactment of this act on the average home heating and cooling costs of low-income households by State and the average LIHEAP assistance payment by State.

Further, HHS should include in future budget justifications estimated State allocations as proposed in the budget request, and, if different, based on the underlying statutory formula, home heating and cooling costs of low-income households by State and the average LIHEAP assistance payment by State."

At Issue: The Low Income Home Energy Assistance Program (LIHEAP) - Page 2

The Congressional Research Service's 6/25/15 estimate confirms Florida gains an additional \$38.5 million in LIHEAP funding, a 55% gain, if appropriators follow LIHEAP's enabling law, even if funded at \$3.39 billion in FY16!

For FY15, Florida received \$70.6 million, down from Florida's FY10 peak of \$127 million – a 45% decrease. Florida could again be short-changed in FY16, unless Appropriators remedy this long-smoldering fair share issue, or boost overall funding.

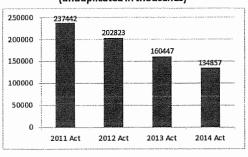
(in millions) 140 127 120 111 100 80 78 76 77 70 60 40 20 0 FY10 Act FY11 Act FY12 Act FY13 Act FY14 Act FY15 Act

Florida's LIHEAP Receipts

The Need for LIHEAP is Growing

- More than 2 million Florida households qualified for LIHEAP last year, yet only 7% of these eligible households actually received assistance! Nationally, 20% of eligible households received assistance. Florida's ability to serve less than the US average is directly attributable to diversion of its needed share of LIHEAP's "new" formula funds.
- In 2013, the national poverty rate was 14.5% and 45.3 million Americans lived in poverty, these numbers are unchanged for their all-time highs.³

Florida's LIHEAP Households Served (unduplicated in thousands)



Florida's poverty rate climbed from 12.1% in 2007 to 17.1% in 2012, and was 17% in 2013.³

LIHEAP Prioritizes Vulnerable Households

- Florida's priority demographics for LIHEAP are those who are at especially high risk from hot
 weather, which takes more lives than all other kinds of severe weather combined. With
 warm-weather averages reaching an all-time high in July 2015, Florida's need for LIHEAP is
 more critical than ever.¹
- Nationally, state LIHEAP administrators report that nearly 90% of LIHEAP recipient households had at least one vulnerable person – a senior age 60 or older, a child under 18, or someone with a disability.²

Dangers of Extreme Heat and Other Mitigating Factors Need to be Considered LIHEAP's enabling law calibrates for the dangers of extreme heat and cold, energy costs and current poverty demographics. We urge appropriators to trust enabling law to do its job.^{1, 3}

Learn More about LIHEAP in Florida - http://www.floridajobs.org/job-seekers-community-services/lowincome-home-energy-assistance-program

Learn More about FPL's Payment Assistance Programs - http://www.fpl.com/help

- 1 NOAA July hottest month on record http://www.cnn.com/2015/08/20/us/noaa-global-climate-analysis/
- 2 "2011 NEADA Survey Summary Report" http://neada.org/wp-content/uploads/2013/05/FINAL_NEADA_2011_Summary_Report1.pdf
- 3 http://www.statista.com/statistics/205451/poverty-rate-in-florida/

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 19, 2015	Meeting Date: November 19, 2015				
Name: Kevin Kirby	ne: Kevin Kirby Department: Operations				
Division Manager's Signature: _					
1. Nature and purpose of agence	a item: Increase starting salary for Operations Superintendent from \$50,856	to \$62,300.			
Attach any correspondence info memorandums, etc.	rmation, documents and forms for action i.e., contract agreen	nents, quotes			
2. Fiscal impact on current budg	et.				
Is this a budgeted item?	□ N/A				
	✓ Yes Account No. 10142705411012				
	\square No Please list the proposed budget amendment to fund t	his request			
Budget Amendment Number:					
FROM	<u>TO</u>	AMOUNT			
	For Use of County Manger Only:				
	Consent Item [] Discussion Item				

District No. 1 - Ronald Williams

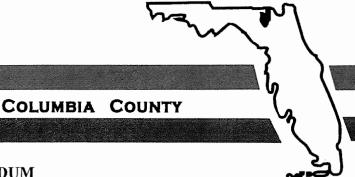
District No. 2 - Rusty DePratter

District No. 3 - Bucky Nash

BOARD

District No. 4 - Everett Phillips

District No. 5 - Scarlet P. Frisina



OF COUNTY COMMISSIONERS . COLUMBIA COUNTY

MEMORANDUM

TO:

Ben Scott, County Manager

FROM:

Kevin Kirby, Assistant County Manager

DATE:

October 20, 2015

SUBJECT:

Operations Superintendent

I am requesting permission to increase the starting salary for the above referenced position from \$50,856 to \$62,300.

Of the three (3) candidates that applied and were interviewed last week, all three (3) requested a starting pay above the \$50,856 with the lowest being \$62,000.

Candidate A requested \$65,000—\$68,000

Candidate B requested \$72,000

Candidate C requested \$62,000

Candidate A was chosen by the selection committee based on his 27 years' experience in road construction. Due to the fact that I know candidate A personally from prior employment with another company I recused myself from the initial screening process as well as the scoring of the interviewees. I did sit in on the interviews to ask questions I felt were pertinent and technical to the position. All candidates were asked the same documented questions. I also required the Director of Human Resources to be part of the process and score the applicants.

This position has been vacant for quite some time and needs to be filled as soon as possible in order to provide continuity at Public Works.

The increase would not have any budget impact for fiscal year 15/16 as we budgeted accordingly in anticipation that the salary offered would be an issue.

Your consideration is appreciated.

BOARD MEETS FIRST THURSDAY AT 5:30 P.M. AND THIRD THURSDAY AT 5:30 P.M.

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BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

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Today's Date: 10/16/15	WAR AND	Meeting Date: 11/19/1	5
Name: Ben Scott	Acceptance of the Control of the Con	Department: Adminis	tration
Division Manager's Signature: _	Ben Sc	Y	
1. Nature and purpose of agend	a item: Approve eng	agement letter with Metz , Hu	sband, Daughton for lobbying
services related to North Florida Water	working Group. (\$80,40	00)	
Attach any correspondence infomemorandums, etc.	ormation, documer	nts and forms for action	i.e., contract agreements, quotes,
2. Fiscal impact on current budg	get.		
Is this a budgeted item?	□ N/A		
	✓ Yes Account	No. <u>001-1015-511.30-49</u>	
	☐ No Please list	the proposed budget a	amendment to fund this request
Budget Amendment Number:			
<u>FROM</u>		<u>TO</u>	AMOUNT
	For Use of C	ounty Manger Only:	
	[] Consent Item	[] Discussion Ite	m

MHD | METZ HUSBAND DAUGHTON

GREGORY K. BLACK
JAMES R. DAUGHTON, JR.
PATRICIA B. GREENE*
WARREN H. HUSBAND
ALLISON LIBY-SCHOONOVER*
AIMEE DIAZ LYON
STEPHEN W. METZ
ANDREW T. PALMER*

*Governmental Consultant-Not a Member of the Florida Bar

October 1, 2015

Ben Scott, County Manager Columbia County 135 NE Hernando Avenue, Suite 203 Lake City, FL 32056-1529

Re: Engagement Letter for Executive and Legislative Branch Lobbying Services

Dear Mr. Scott:

Thank you for the opportunity to represent the North Florida Water Working Group (NFWWG) on behalf of Columbia County. Based upon our conversation, we have prepared this engagement letter in response to your expressed interest in retaining our firm to lobby the executive and legislative branches of Florida state government on your behalf.

The purpose of this letter is to set forth our understanding of the services you expect our firm to perform and the resulting fee for those services. Accordingly, this letter confirms our agreement to represent NFWWG from the period of October 1, 2015, through September 30, 2016. As previously agreed upon, our firm will assist you in implementing your legislative advocacy goals and advocating on your behalf before Florida's legislative and executive branch agencies. Specifically, the representation will focus on passing legislation intended to promote and support water conservation efforts and support water quality protections and the reduction of pollution. The representation will also include efforts to secure funding to support these conservation efforts.

Andy Palmer will be the member of our firm primarily responsible for this representation, although the entire firm is a resource. Also, as agreed upon, our firm will serve as the coordinating consultants for your representation and will subcontract with the firm of Smith, Bryan and Myers whom will also represent NFWWG before the executive and legislative branches of Florida state government.

REPLY TO:

Post Office Box 10909 Tallahassee, Florida 32302-2909

119 South Monroe Street, Suite 200 Tallahassee, Florida 32301-1591

> Telephone: (850) 205-9000 Facsimile: (850) 205-9001

As agreed, our firm's fee for providing these services will be \$80,400.00, to be paid in twelve (12) equal monthly installments of \$6,700.00, with the first installment due upon execution of this agreement. You will also be responsible for all customary costs that are incurred in the course of your representation, including, but not limited to, lobbyist registration, copying, messenger services, long distance phone calls, computer research services, and other out-of-pocket expenditures.

Our firm will send you a monthly invoice reflecting the fees then due and any cost disbursements. Rest assured, however, that we are always mindful of the costs of legal services and understand that every client wishes to avoid unnecessary expense. As such, we will seek at all times to represent you in the most cost-efficient and effective manner possible. Our representation will conform to the terms of this agreement, and may be terminated by either party upon 30 days notice.

We sincerely appreciate the opportunity to represent you, and look forward to a successful working relationship.

Sincerely,

Andrew T. Palmer

Metz, Husband & Daughton

Agreed to and Accepted by: Columbia County
Ву:
Name:
Γitle:

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

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0	·	_
Today's Date: 11/03/2015	Meeting Date: 11/19/2	2015
Name: Scott Ward	Department: Adminis	stration
Division Manager's Signature	:	
1. Nature and purpose of age	nda item: Requesting Approval of EMS County Gra	nt Application a
Resolution 1	10. 2015R-32	
Attach any correspondence in memorandums, etc.	nformation, documents and forms for action	n i.e., contract agreements, quotes
2. Fiscal impact on current bu	dget.	
Is this a budgeted item?	☑ N/A	
	☐ Yes Account No	
	\square No Please list the proposed budget	amendment to fund this request
Budget Amendment Number:		
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

[] Consent Item

[] Discussion Item

FLORIDA DEPARTMENT OF HEALTH EMS GRANT PROGRAM

REQUEST FOR GRANT FUND DISTRIBUTION

In accordance with the provisions of Section 401.113(2)(a), F. S., the undersigned hereby requests an EMS grant fund distribution for the improvement and expansion of pre-hospital EMS.

OH Remit Payment To: Name of Agency: Columbia County Fire Rescue					
Mailing Address: PO Box 1529					
	Lake City, F	Tlorida 32056-1529			
Federal Identification r	number85-8	3012621855C-5			
Authorized Official:					
	Signature		Date		
		Type Name and Title			
Sign ar	าd return this paoุ	ge with your application to:			
Florida Department of Health BEMS Grant Program 4052 Bald Cypress Way, Bin C18 Tallahassee, Florida 32399-1738 Do not write below this line. For use by Bureau of Emergency Medical Services personnel only					
Grant Amount For State To Pa		Grant ID: Code: _	***************************************		
Approved By :Signature	of EMS Grant O	Officer	Date		
State Fiscal Year:					
<u>Organization Code</u> <u>E.O.</u> 64-42-10-00-000	<u>OCA</u>	Object Code 750000			
Federal Tax ID: VF		_			
Grant Beginning Date: Grant Ending Date:					

DH 1767P, December 2008

64J-1.015, F.A.C.

EMS COUNTY GRANT APPLICATION

FLORIDA DEPARTMENT OF HEALTH Bureau of Emergency Medical Services

Complete all items

ID. Code (The State Bureau of EMS	will assign the ID Code – leave this blank) C

1. County Name:	Columbia County Fire Rescue
Business Address:	PO Box 1529
	Lake City, Florida 32056-1529
Telephone:	
Federal Tax II	D Number (Nine Digit Number). VF_59-6000564

2. Certification: (The applicant signatory who has authority to sign contracts, grants, and other legal
documents for the county) I certify that all information and data in this EMS county grant application and
its attachments are true and correct. My signature acknowledges and assures that the County shall
comply fully with the conditions outlined in the Florida EMS County Grant Application.

Date:

Signature: Printed Name:

Position Title:

3. Contact Person: (The individual with direct knowledge of the project on a day-to-day basis and has responsibility for the implementation of the grant activities. This person is authorized to sign project reports and may request project changes. The signer and the contact person may be the same.)

	Jeffery Crawford			
Position Title:	Assistant Fire Chief, CCFR			
Address:	Address: PO Box 1529			
Lake City, Florida 32056-1529				
Telephone: 386-758-3907 Fax Number: 386-754-7064 E-mail Address: Jeff crawford@columbiacountyfla.com				
E-mail Address: Jeff crawford@columbiacountyfla.com				

4. Resolution: Attach a current resolution from the Board of County Commissioners certifying the grant funds will improve and expand the county pre-hospital EMS system and will not be used to supplant current levels of county expenditures.

5.	Budget:	Complete	a budget	page(s) for	r each	organization	to which	you shall	provide t	funds.
Lis	st the orga	nization(s)	below. (Use additio	nal pag	ges if neces	sary)			

Columbia County Fire Rescue

BUDGET PAGE

A. Salaries and Benefits:

For each position title, provide the amount of salary per hour, FICA per hour, other fringe benefits, and the total number of hours.	Amount
TOTAL SIGN	
TOTAL FICA Grand total Salaries and FICA	

B. Expenses: These are travel costs and the usual, ordinary, and incidental expenditures by an agency, such as, commodities and supplies of a consumable nature <u>excluding</u> expenditures classified as operating capital outlay (see next category).

List the item and, if applicable, the quantity	Amount	
TOTAL	8	

C. Vehicles, equipment, and other operating capital outlay means equipment, fixtures, and other tangible personal property of a non consumable and non expendable nature with a normal expected life of one (1) year or more.

List the item and, if applicable, the quantity	Amount
Portable Suctions	\$8,000.00
Med Bags	2,000.00
Extrication Gear/Equipment	9,905.00
First Responder Bags	2,000.00
TOTAL	\$ 21,905.00
Grand Total	\$ 21,905.00
Grand Total	Ψ

RESOLUTION NUMBER 2015R -32

RESOLUTION CERTIFYING THAT MONIES FROM COLUMBIA COUNTY'S
EMS AWARD WILL IMPROVE AND EXPAND COLUMBIA COUNTY'S OUT-OFHOSPITAL EMS SYSTEM AND THAT FUNDS WILL NOT BE USED TO
SUPPLANT EXISTING COUNTY EMS BUDGET ALLOCATIONS

WHEREAS, monies are available to Columbia County through Florida Statutes, Section 401.113 (2)(a) for use to improve local emergency medical services; and

WHEREAS, there is a need for the use of said funds to improve local emergency medical services; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Columbia County, Florida, that the monies from the County EMS Award described above will not be used to supplant existing County EMS budget allocations.

DATED this 19th day of November, 2015 at the Lake City, Florida

Board of County Commissioners
Of Columbia County

By:______
Rusty DePratter, Chairman

ATTEST:

P. DeWitt Cason, Clerk of Court

RESOLUTION NUMBER 2015R -32

RESOLUTION CERTIFYING THAT MONIES FROM COLUMBIA COUNTY'S
EMS AWARD WILL IMPROVE AND EXPAND COLUMBIA COUNTY'S OUT-OFHOSPITAL EMS SYSTEM AND THAT FUNDS WILL NOT BE USED TO
SUPPLANT EXISTING COUNTY EMS BUDGET ALLOCATIONS

WHEREAS, monies are available to Columbia County through Florida Statutes, Section 401.113 (2)(a) for use to improve local emergency medical services; and

WHEREAS, there is a need for the use of said funds to improve local emergency medical services; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Columbia County, Florida, that the monies from the County EMS Award described above will not be used to supplant existing County EMS budget allocations.

DATED this 19th day of November, 2015 at the Lake City, Florida

Вос	ard of County Commissioners
Of	Columbia County
Ву:	
•	Rusty DePratter, Chairman
ATTEST:	
P. DeWitt Cason, Clerk of Court	

OCT 12 22

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

OCT 12

AGENDA ITEM REQUEST FORM

Board of County Commissioners Columbia County

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 9, 2015	Meeting Date: November 5, 2015
Name: Kevin Kirby	Department: Operations
Division Manager's Signature:	
1. Nature and purpose of agenda	item: Approval of FDOT Financial Project #432777-1-54-01 to widen and resurface
Suwannee Valley Rd. from Lester Way t	U.S. 41 4 Resolution No. 2015R-33
Attach any correspondence info memorandums, etc.	nation, documents and forms for action i.e., contract agreements, quotes
2. Fiscal impact on current budg	
Is this a budgeted item?	□ N/A
	✓ Yes Account No. <u>30354045416063</u>
	☐ No Please list the proposed budget amendment to fund this request
Budget Amendment Number:	
FROM	<u>TO</u> <u>AMOUNT</u>
	For Use of County Manger Only:

[] Consent Item

[] Discussion Item



Florida Department of Transportation

RICK SCOTT GOVERNOR 1109 South Marion Avenue Lake City, FL 32025-2014 JIM BOXOLD SECRETARY

October 8, 2015

Mr. Chad Williams, P.E., County Eningeer Columbia County Engineering Department Post Office Drawer 1529 Lake City, Florida 32056

Subject:

Small County Outreach Program Agreement

Widening and Resurfacing of NW Suwannee Valley

From NW Lester Way to US 41 Financial Project ID: 432777-1-54-01

Dear Mr. Williams:

Enclosed for execution are three (3) copies of the Small County Outreach Program Agreement for the widening and resurfacing of NW Suwannee Valley from NW Lester Way to US 41 in Columbia County, Florida. This Agreement details the terms and conditions for construction of the subject improvements which Columbia County will undertake. Please do not date the Agreement as other approvals must be secured prior to establishing the execution date.

In addition to executing the attached Agreement, a resolution must be adopted and a certified copy attached to each copy of the Agreement.

Columbia County is responsible for bearing all expenses in excess of the amount the Department agrees to participate (\$1,530,000.00.) A final copy of the design plans must also be provided for our files.

Your assistance in securing execution is appreciated. Should you have questions or need additional information, I can be reached at 1-800-749-2967, Extension 7402.

Sincerely,

Kim Evans

District Local Program Administrator

/ke Enclosures

www.dot.state.fl.us

Florida Statutes: 334.044(7)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION SMALL COUNTY OUTREACH PROGRAM AGREEMENT

850-035-01 PROGRAM MANAGEMENT OGC - 08/15 Page 1 of 18

Financial Project No: <u>432777-1-54-01</u>	Vendor No.: <u>F596000564005</u>
Contract No	CSFA No. and Title: 55.009 Small County Outreach Program (SCOP) and Rural Areas of Opportunity (RAO)
Consider No.	55.009
,	

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION SMALL COUNTY OUTREACH PROGRAM AGREEMENT

This Small County Outreach Program Agreement ("Agreement") is entered into this day of
, between the State of Florida, Department of Transportation ("Department") and Columbia
County, ("Recipient"). The Department and the Recipient are sometimes referred to in this Agreement as
a "Party" and collectively as the "Parties."

RECITALS

- A. The Department is authorized under Section 334.044 (7), Florida Statutes, and Section 339.2818, Florida Statutes to enter into this Agreement.
- B. The Small County Outreach Program ("SCOP") has been created within the Department pursuant to Section 339.2818, Florida Statutes, to provide funds to counties to assist small counties in resurfacing or reconstructing county roads or in constructing capacity or safety improvements to county roads and also to municipalities within rural areas of critical concern (rural areas of opportunity ("RAO")) with projects, excluding capacity improvement projects.
- C. The Department has determined that the transportation project described in Exhibit "A" attached and incorporated in this Agreement ("Project"), is necessary to facilitate the economic development and growth of the State and the Department is authorized by Section 339.2821, Florida Statutes, to approve an expenditure to the Recipient for the direct costs of the Project.
- D. Exhibits A, B, C, and D are attached hereto and incorporated by reference into this agreement.
- E. The Recipient is authorized to enter into this Agreement by the resolution attached and made part of this Agreement.

F. Waiver or reduction of the Recipient contribution is authorized by the Department, as authorized in Section 288.0656(7)(a), Florida Statutes, and the waiver of financial match requirements in Section 288.06561, Florida Statutes.

NOW, THEREFORE, in consideration of the mutual benefits contained in this Agreement, the parties agree as follows:

- 1. The recitals set forth above are incorporated by this reference in this Agreement.
- The Recipient shall furnish all services as required in Exhibit "A" for completion of the Project.
- 3. The term of this Agreement shall begin upon the date of signature of the last party to sign this Agreement ("Effective Date") and continue through 12/31/2017. Execution of this Agreement by both parties shall be deemed a Notice to Proceed to the Recipient for work to begin on the Project. Any work performed prior to the execution of this Agreement is not subject to reimbursement. The estimated project production schedule is as follows:
 - a. Design plans contract to begin on or before $\frac{3/31/2016}{2016}$, and design plans to be completed by $\frac{06}{30}$.
 - b. Actual Construction shall begin no later than <u>10/31/2016</u>, and be completed by <u>12/31/2017</u>.
- 4. The Department will participate in a maximum of 100% of the actual total project costs up to \$1,530,000.00 (the maximum Department participation as set forth in Method of Compensation in Exhibit B). The Parties agree that the Department's participation may be increased or reduced upon a determination of the actual bid amounts of the project by the execution of a supplemental agreement. Travel costs will not be reimbursed.
 - a. The Department agrees to compensate the Recipient for services described in Exhibit "A", and as set forth in the Method of Compensation in Exhibit "B".
 - b. Unless otherwise permitted, payment will begin in the year the Project or Project phase is scheduled in the adopted work program as of the Effective Date of this Agreement. Payment will be made for actual costs incurred as of the date the invoice is submitted with the final payment due upon receipt of a final invoice.
 - c. The Recipient shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project, identified as Financial Project Number 432777-1-54-01, and the quantifiable, measurable, and verifiable units of deliverables are described more fully in Exhibit "A". Any changes to the deliverables shall require written approval in advance by the Department.

- d. Invoices shall be submitted at least quarterly by the Recipient in detail sufficient for a proper pre-audit and post-audit, based on the quantifiable, measurable and verifiable deliverables as established in Exhibit "A". Deliverables must be received and accepted in writing by the Department's Project Manager prior to reimbursements. The final invoice shall be accompanied by a Notice of Completion, Exhibit "D."
- e. Supporting documentation must establish that the deliverables were received and accepted in writing by the Recipient and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in Exhibit "A" has been met.
- f. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If the Department determines that the performance of the Recipient is unsatisfactory, the Department shall notify the Recipient of the deficiency to be corrected, which correction shall be made within a time frame to be specified by the Department. The Recipient shall, within five days after notice from the Department, provide the Department with a corrective action plan describing how the Recipient will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the Recipient shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing The retainage shall be withheld until the Recipient resolves the deficiency. If the deficiency is subsequently resolved, the Recipient may bill the Department for the retained amount during the next billing period. If the Recipient is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.
- g. The Recipient should be aware of the following time frames. Upon receipt of an invoice, the Department has twenty (20) days to inspect and approve the goods and services. The Department has twenty (20) days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved. If a payment is not available within forty (40) days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Recipient. Interest penalties of less than one dollar (\$1.00) will not be enforced unless the Recipient requests payment. Invoices which have to be returned to the Recipient because of Recipient preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department. A Vendor Ombudsman

has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for entities who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Division of Consumer Services at (877) 693-5236.

- h. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Recipient's general accounting records and the project records, together with supporting documents and records, of the Recipient and all subcontractors performing work on the project, and all other records of the Recipient and subcontractors considered necessary by the Department for a proper audit costs.
- i. Upon request, the Recipient agrees to provide progress reports to the Department in the standard format used by the Department and at intervals established by the Department. The Department will be entitled at all times to be advised, at its request, as to the status of the Project and of details thereof. Either party to the Agreement may request and shall, within a reasonable time thereafter, be granted a conference with the other party. (insert address below if required)
- j. In the event this Agreement is in excess of \$25,000.00 and a term for a period of more than one (1) year, the provisions of Section 339.135(6)(a), Florida Statutes, are incorporated as follows:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one (1) year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000.00 and which have a term for a period of more than one (1) year."

- k. The Department's obligation to pay under this Agreement is contingent upon an annual appropriation by the Florida Legislature.
- 1. All costs charged to the Project and the grant match of in kind services shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges.
- m. Any Project funds made available by the Department pursuant to this Agreement which are determined by the Department to have been expended by the Recipient in violation of this Agreement or any other applicable law or regulation shall be promptly refunded in full to the Department. Acceptance by the Department of any documentation or certifications, mandatory or otherwise permitted, that the Recipient files shall not constitute a waiver of the Department's rights as the funding agency to verify all information at a later date by audit or investigation.
- 5. The administration of resources awarded through the Department to the Recipient by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency inspector general, the Auditor General, or any other state official. The Recipient shall comply with all audit and audit reporting requirements as specified below.
 - a. In addition to reviews of audits conducted in accordance with Section 215.97, Florida Statutes, monitoring procedures may include, but not be limited to, on-site visits by Department staff, and/or other procedures. By entering into this Agreement, the Recipient agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The Recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the state Chief Financial Officer (CFO) or Auditor General.
 - b. The Recipient, as a non-state entity as defined by Section 215.97(2)(m), Florida Statutes, and as a recipient of state financial assistance awarded by the Department through this Agreement is subject to the following requirements:
 - i. In the event that the Recipient expends a total amount of state financial assistance equal to or in excess of the threshold established by Section 215.97, Florida Statutes, in any fiscal year of the Recipient, the Recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General. Exhibit "C" to this Agreement provides the specific state financial assistance information awarded through the Department by this Agreement needed by the Recipient to further comply with the requirements

of Section 215.97, Florida Statutes. In determining the state financial assistance expended in a fiscal year, the Recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other non-state entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a non-state entity for Federal program matching requirements.

- ii. In connection with the audit requirements, the Recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapters 10.550 (local government entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General.
- iii. If the Recipient expends less than the threshold established by Section 215.97, Florida Statutes, in state financial assistance in a fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required; however, the Recipient must provide to the Department a certification of exemption FDOTSingleAudit@dot.state.fl.us no later than 9 months after the end of the Recipient's fiscal year for each applicable audit year. In the event that the Recipient expends less than the threshold established by Section 215.97, Florida Statutes, in state financial assistance in a fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the Recipient's resources (i.e., the cost of such an audit must be paid from the Recipient's resources obtained from other than State entities).
- iv. Copies of financial reporting packages required by this Agreement shall be submitted to:

Florida Department of Transportation Office of Comptroller, MS 24 605 Suwannee Street Tallahassee, FL 32399-0405 Email: FDOTSingleAudit@dot.state.fl.us

and

State of Florida Auditor General Local Government Audits/342 111 West Madison Street, Room 401

Tallahassee, FL 32399-1450

Email: flaudgen localgovt@aud.state.fl.us

- v. Any copies of financial reporting packages, reports, or other information required to be submitted to the Department shall be submitted timely in accordance with Section 215.97, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General, as applicable.
- vi. The Recipient, when submitting financial reporting packages to the Department for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General, should indicate the date the reporting package was delivered to the Recipient in correspondence accompanying the reporting package.
- vii. Upon receipt, and within 6 months, the Department shall review the Recipient's financial reporting package, including the management letters and corrective action plans, to the extent necessary to determine whether timely and appropriate corrective action has been taken with respect to audit findings and recommendations pertaining to the state financial assistance provided through the Department by this Agreement. If the Recipient fails to have an audit conducted consistent with Section 215.97, Florida Statutes, the Department may take appropriate corrective action to enforce compliance, in accordance with Section 215.97(8)(1), Florida Statutes.
- viii. As a condition of receiving state financial assistance, the Recipient shall allow the Department, or its designee, the CFO or Auditor General access to the Recipient's records, including project records, and the independent auditor's working papers as necessary. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is complete or the dispute is resolved.
- c. The Recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued, and shall allow the Department, or its designee, the CFO or Auditor General access to such records upon request. The Recipient shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or Auditor General upon request for a period of five years from the date the audit report is issued, unless extended in writing by the Department.
- 6. The Recipient shall permit, and shall require its contractors and subcontractors to permit, the Department's authorized representatives to inspect all work, materials, payrolls, and records, and to audit the books, records, and accounts pertaining to the financing and development of the Project.

- 7. The Recipient must certify that the consultant has been selected in accordance with the Consultants' Competitive Negotiation Act (Section 287.055, Florida Statutes). Contractor must be prequalified by the Department pursuant to Section 337.14, Florida Statutes, and Rule Chapter 14-22, Florida Administrative Code for projects meeting the thresholds therein.
- 8. In the event the Recipient proceeds with the design, construction and construction engineering inspection services ("CEI") of the Project with its own forces, the Recipient will only be reimbursed for direct costs (this excludes general and administrative overhead). The Recipient shall hire a Department qualified CEI. The Department shall have the right, but not the obligation, to perform independent testing from time to time during the course of construction of the Project.
- 9. Upon completion of the work in accord with the Plans, the Recipient shall furnish a set of "as-built" plans certified by the Engineer of Record/CEI that the necessary improvements have been completed in accordance with the Plans as the same may be modified in accord with the terms of this Agreement. Additionally, the Recipient shall assure that all post construction survey monumentation required by Fla. Stat. is completed and evidence of such is provided to the Department in a manner acceptable to the Department.
- 10. The Recipient shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Recipient in conjunction with this Agreement. Specifically, if the Recipient is acting on behalf of a public agency the Recipient shall:
 - a. Keep and maintain public records that ordinarily and necessarily would be required by the Department in order to perform the services being performed by the Recipient.
 - b. Provide the public with access to public records on the same terms and conditions that the Department would provide the records and at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.
 - c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
 - d. Meet all requirements for retaining public records and transfer, at no cost, to the Department all public records in possession of the Recipient upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the Department in a format that is compatible with the information technology systems of the Department.

Failure by the Recipient to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department. The Recipient shall promptly

provide the Department with a copy of any request to inspect or copy public records in possession of the Recipient and shall promptly provide the Department a copy of the Recipient's response to each such request.

- 11. The Recipient shall comply with all federal, state and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.
- 12. The work performed pursuant to this Agreement may require authorization under the Clean Water Act, by the U.S. Environmental Protection Agency for Storm Water Discharges from construction sites. The Recipient is responsible for obtaining the National Pollutant Discharge Elimination System Permit and all other necessary permits for construction of the Project. When applicable, such permits will be processed in the name of the Department; however, in such event, the Recipient will comply with all terms and conditions of such permit in construction of the subject facilities.
- 13. The Recipient affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor; supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty six (36) months from the date of being placed on the convicted vendor list. The Recipient agrees that it shall not violate Section 287.133(2)(a), Florida Statutes, and further acknowledges and agrees that any conviction during the term of this Agreement may result in the termination of this Agreement.
- 14. The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the Recipient knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.
- 15. The Recipient will not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of age, ethnicity, race, religious belief, disability, national origin, or sex. The Recipient shall provide a harassment-free workplace, with any allegation of harassment given priority attention and action by management. The Recipient shall insert similar provisions in all contracts and subcontracts for services by this Agreement. The Recipient affirms that it is aware of the provisions of Section 287.134(2)(a), Florida Statutes. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity

for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public Recipient. The Recipient further agrees that it shall not violate Section 287.134(2)(a), Florida Statutes, and acknowledges and agrees that placement on the list during the term of this Agreement may result in the termination of this Agreement.

16. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary under this Agreement, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement. The Recipient guaranties the payment of all just claims for materials, supplies, tools, or labor and other just claims against the Recipient or any subcontractor, in connection with this Agreement. Additionally, the Recipient agrees to include the following indemnification in all contracts with contractors/subcontractors, or consultants/sub consultants who perform work in connection with this Agreement.

"To the fullest extent permitted by law the Recipient's contractor shall indemnify and hold harmless the Recipient, the State of Florida, Department of Transportation, and its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of contractor and persons employed or utilized by contractor in the performance of this Contract.

This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the Recipient's sovereign immunity.

To the fullest extent permitted by law, the Recipient's consultant shall indemnify and hold harmless the Recipient, the State of Florida, Department of Transportation, and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney fees to the extent caused, in whole or in part, by the professional negligence, error or omission, recklessness, or intentional wrongful conduct of the consultant or persons employed or utilized by the consultant in the performance of the Agreement.

This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the Recipient's sovereign immunity."

17. The Recipient shall carry and keep in force, during the term of this Agreement, a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$200,000 per person and \$300,000 each occurrence, and property damage

insurance of at least \$200,000 each occurrence, for the services to be rendered in accordance with this Agreement. The Recipient shall also carry and keep in force Workers' Compensation Insurance as required by the State of Florida under the Workers' Compensation Law. With respect to any general liability insurance policy required pursuant to this Agreement, all such policies shall be issued by companies licensed to do business in the State of Florida. The Recipient shall provide to the Department certificates showing the required coverage to be in effect with endorsements showing the Department to be an additional insured prior to commencing any work under this Agreement. Policies that include Self Insured Retention will not be accepted. The certificates and policies shall provide that in the event of any material change in or cancellation of the policies reflecting the required coverage, thirty days advance notice shall be given to the Department or as provided in accordance with Florida law.

- 18. No funds received pursuant to this Agreement may be expended for the purpose of lobbying the Florida Legislature, the judicial branch, or any state agency, in accordance with Section 216.347, Florida Statutes.
- 19. The Recipient and the Department agree that the Recipient, its employees and its subcontractors are not agents of the Department as a result of this Agreement.
- 20. This Agreement may be canceled by the Department in whole or in part at any time the interest of the Department requires such termination. The Department also reserves the right to seek termination or cancellation of the Agreement in the event the Recipient shall be placed in either voluntary or involuntary bankruptcy. The Department further reserves the right to terminate or cancel this Agreement in the event an assignment is made for the benefit of creditors. This Agreement may be canceled by the Recipient upon sixty (60) days written notice to the Department. If the Agreement is terminated before performance is completed, the Recipient shall be paid only for that work satisfactorily performed for which costs can be substantiated.
- 21. The Recipient shall not assign, sublicense, or otherwise transfer its rights, duties, or obligations under this Agreement without the prior written consent of the Department, which consent will not be unreasonably withheld. Any assignment, sublicense, or transfer occurring without the required written approval will be null and void. The Department will at all times be entitled to assign or transfer its rights, duties, or obligations under this Agreement to another governmental agency in the State of Florida, upon giving prior written notice to the Recipient. In the event that the Department approves transfer of the Recipient's obligations, the Recipient remains responsible for all work performed and all expenses incurred in connection with this Agreement.
- 22. All notices pertaining to this Agreement are in effect upon receipt by either party, shall be in writing, and shall be transmitted either by personal hand delivery; United States Post Office, return receipt requested; overnight express mail delivery, email, or facsimile. The addresses and the contact persons set forth below for the respective parties shall be the places where notices shall be sent, unless prior written notice of change of address is given.

TO DEPARTMENT:

Florida Department of Transportation
Kim Evans, District Local Programs Admin.
1109 South Marion Avenue

<u>Lake City, Florida 32025</u> Attention: Project Manager Copy: District Chief Counsel TO RECIPIENT:

<u>Columbia County Engineer's Office</u>

<u>Rusty DePratter, Chair</u>

<u>PO Drawer 1529</u>

<u>Lake City, Florida 32056</u>

- 23. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.
- 24. This Agreement shall not be renewed. Any extension shall be in writing and executed by both parties and shall be subject to the same terms and conditions set forth in this agreement.
- 25. This Agreement shall not be construed to grant any third party rights.
- 26. In no event shall the making by the Department of any payment to the Recipient constitutes or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Recipient, and the making of such payment by the Department while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
- 27. This Agreement embodies the entire agreement of the parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement supersedes all previous communication, representation, or agreement, either verbal or written, between the parties. No amendment will be effective unless reduced to writing and signed by an authorized officer of the Recipient and the authorized officer of the Department or his/her delegate.
- 28. If any part of this Agreement shall be determined to be invalid or unenforceable by a court of competent jurisdiction, or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this Agreement thus remains in full force and effect provided that the part of this Agreement thus invalidated or declared unenforceable is not material to the intended operation of this Agreement.
- 29. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any action arising out of this Agreement shall be in Leon County, Florida.
- 30. Time is of the essence as to each and every obligation under this Agreement.
- 31. The Department and the Recipient acknowledge and agree to the following:

- i. The Recipient shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Recipient during the term of the contract; and
- ii. The Recipient shall expressly require any contractors and subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the contractor/subcontractor during the contract term.
- 32. This Agreement may be executed in duplicate originals.
- 33. The contractor/consultant/vendor agrees to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date(s) below.

COLUMBIA COUNTY			STATE OF FLORIDA	
(Name of RECIPIENT)		DEPARTMENT	DEPARTMENT OF TRANSPORTATION	
DV.		DV.		
BY:		BY:		
Title:	Chair	Title:	District Secretary	
		Attest:		
Print Name				
		Date:		
Attest:		Legal Review:		
Title:				
			cumbrance form for date of funding	
Print Name		approval by Con	nptroner	
Recipient's L	.egal Review			
Print Name	A STATE OF THE STA			

EXHIBIT "A"

SCOPE OF SERVICES AND

DELIVERABLES

The project consists of the Design, Construction and Construction Engineering Inspection for the widening and resurfacing of NW Suwannee Valley from NW Lester Way to US 41 in Columbia County, Florida as follows:

- Development of design plans
- Bid and award
- Construction
- Construction Engineering and Inspection

AGENCY RESPONSIBILITIES:

The Agency is required to provide a copy of the design plans for the Department's file. The Agency is required to send an Engineer's Estimate and scope of services. The Agency is required to send an email verifying that the consultant was obtain following the CCNA. The Agency is required to send a preliminary schedule from the selected contractor, once available.

If Right-of-Way activities become apparent, begin coordination with the Department at once.

The Department's maximum participation is not to exceed \$1,530,000.00

Prior to the execution of this Agreement, a project schedule of funding shall be prepared by the Agency and approved by the Department. The Agency shall maintain said schedule of funding, carry out the project, and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved schedule of funding for the project. The schedule of funding may be revised by execution of a Supplemental Agreement between the Department and Agency. The Agency acknowledges and agrees that funding for this project may be reduced upon determination of the award amount and execution of the Supplemental Agreement.

EXHIBIT "B"

METHOD OF COMPENSATION

FINANCIAL PROJECT NO.432777-1-54-01

This is a cost reimbursement agreement. This exhibit forms an integral part of the Agreement between the State of Florida, Department of Transportation and

Columbia County

referenced by the above Financial Project Number.

Schedule of Funding:

	FY 2016	FY	FY	TOTAL
I. TOTAL PROJECT COST:	\$	S	S	\$
Design	\$	\$	\$	\$
Right of Way	\$	S	\$	\$
Construction	\$1,530,000	\$	\$	\$1,530,000
CEI	\$	\$	\$	\$
II. PARTICIPATION:				
Maximum Department Participation	(100%) or \$	(100%) or	(100%) or \$	(%) or \$
Local Participation	(0%) or \$	(0%) or \$	(0%) or \$	(0%) or \$
In-Kind	\$	\$	\$	\$
Cash	\$	\$	\$	\$
Combination In-Kind/Cash	S	\$	\$	S
Waiver or Reduction	S	S	\$	\$
TOTAL PROJECT COST:	\$1,530,000	S	\$	\$1,530,000

Please submit <u>1</u> (insert no. of invoices required) copies of invoice(s) to the following address: Kim Evans, District Local Programs Administrator - MS 2014, 1109 South Marion Avenue,

Lake City, Florida 32025

EXHIBIT "C"

STATE FINANCIAL ASSISTANCE

STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

Awarding Agency: Florida Department of Transportation

State Project Title: Small County Outreach Program (SCOP) and Rural Areas of Opportunity (RAO)

CSFA Number: 55.009 Award Amount: 1,530,000

Specific information for CSFA Number 55.009 is provided at:

https://apps.fldfs.com/fsaa/searchCatalog.aspx

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Compliance requirements for CSFA Number 55.009 are provided at: https://apps.fldfs.com/fsaa/searchCompliance.aspx

EXHIBIT "D" NOTICE OF COMPLETION

SMALL COUNTY OUTREACH PROGRAM

Between

THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

And

Columbia County RECIPIENT

PROJECT DESCRIPTION: widening and resurfacing of NW Suwannee Valley from NW Leste Way to US 41
FINANCIAL PROJECT NUMBER: 432777-1-54-01
In accordance with the Terms and Conditions of the SMALL COUNTY OUTREACH PROGRAM AGREEMENT, the undersigned hereby provides notification that the work authorized by this Agreement is complete as of
By:
Name:
Title:

COLUMBIA COUNTY, FLORIDA RESOLUTION NO. 2015R-33

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA APPROVING STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, REIMBURSEMENT AGREEMENT WITH COLUMBIA COUNTY, FLORIDA FOR WIDENING AND RESURFACING OF NW SUWANNEE VALLEY RD. FROM LESTER WAY TO U.S. 41.

WHEREAS, Columbia County has the authority to enter into a Reimbursement Agreement with the State of Florida, Department of Transportation, ("Department"); and WHEREAS, Columbia County believes it is in the best interest to facilitate the Widening and resurfacing of NW Suwannee Valley Rd. from NW Lester Way to US 41 in Columbia County Florida, and to enter into a Reimbursement Agreement for Financial Project ID No. 432777-1-54-01.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA, as follows:

Section 1. Columbia County, Florida by and through its Board of County

Commissioners, approves the State of Florida, Department of Transportation,

Reimbursement Agreement as to Financial Project ID No. 432777-1-54-01, a copy of which is attached hereto and made a part hereof.

Section 2. The Chairman of the Board of County Commissioners, together with any other appropriate County officials, are authorized to execute the agreement on behalf of Columbia County, Florida.

UNANIMOUSLY PASSED AND ADOPTED by the Board of County Commissioners of Columbia County, Florida, at its regular session on <u>NOVEMBER 19, 2015</u>.

BOARD OF COUNTY COMMISSIONERS COLUMBIA COUNTY, FLORIDA

BY:Rusty	DePratter, Chairman
ATTEST	:
	P. DeWitt Cason, Clerk of Court
	(SEAL)



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Tiorida 32033. All agenda itel	is the due in the board's office one week prior to	Title title string autor
Today's Date: October 28, 2015	Meeting Date: November 19, 2	015
Name: Kevin Kirby	Department: Operations	
Division Manager's Signature:		
1. Nature and purpose of agen	da item: Approve resolution to accept FDOT reimbursemen	nt agreement #434566-1-54-01
for \$1,144,500 to reconstruct/resurface	ee SW King/SW Mauldin Rd. from SR 47 to CR 240. 4 Ru	solution
No. 2015R-34		
Attach any correspondence in memorandums, etc.	formation, documents and forms for action i.e., co	ontract agreements, quotes
2. Fiscal impact on current but	lget.	
Is this a budgeted item?	□ N/A	
	Yes Account No.	
	\square No Please list the proposed budget amend	ment to fund this request
Budget Amendment Number:_		
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item

[] Discussion Item



Florida Department of Transportation

RICK SCOTT GOVERNOR 1109 South Marion Avenue Lake City, FL 32025-2014 JIM BOXOLD SECRETARY

October 13, 2015

Mr. Chad Williams, P.E. Columbia County Engineer P.O. Drawer 1529 Lake City, Florida 32056

Subject:

Small County Road Assistance Program Agreement

Resurfacing or road reconstruction of SW King/SW Mauldin

From SR 47 to CR 240

Financial Project ID: 434566-1-54-01

Dear Mr. Williams:

Enclosed for execution are three (3) copies of the Small County Road Assistance Program Agreement for the resurfacing or road reconstruction of SW King/SW Mauldin from SR 47 to CR 240 in Columbia County, Florida. This Agreement details the terms and conditions for construction of the subject improvements which Columbia County will undertake. Please do not date the Agreement as other approvals must be secured prior to establishing the execution date.

In addition to executing the attached Agreement, a resolution must be adopted and a certified copy attached to each copy of the Agreement.

Columbia County is responsible for bearing all expenses in excess of the amount the Department agrees to participate (\$1,144,500.00.) A final copy of the design plans must also be provided for our files.

Your assistance in securing execution is appreciated. Should you have questions or need additional information, I can be reached at 1-800-749-2967, Extension 7402.

Sincerely.

Kim Evans

District Local Program Administrator

/ke Enclosures

www.dot.state.fl.us

Florida Statutes 334.044(7)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION SMALL COUNTY ROAD ASSISTANCE AGREEMENT

850-035-02 PROGRAM MANAGEMENT OGC - 08/15 Page 1 of 12

Financial Project No.: 434566-1-54-01
Catalog of State Financial Assistance No.: 55016

This Small County Road Assistance Agreement (this "Agreement") is made this _____ day of _____, 20____ between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT", and Columbia County, a political subdivision of the State of Florida, hereinafter referred to as the "COUNTY".

WITNESSETH

WHEREAS, the DEPARTMENT has the authority, under Section 334.044(7), Florida Statutes, to enter into this Agreement; and

WHEREAS, the Small County Road Assistance Program has been created within the DEPARTMENT pursuant to Section 339.2816, Florida Statutes, to assist small counties in resurfacing or reconstructing county roads; and

WHEREAS, the COUNTY has certified to the DEPARTMENT that it has met the eligibility requirements of said Section 339.2816, Florida Statutes; and

WHEREAS, the DEPARTMENT is willing to provide the COUNTY with financial assistance, under FM No. 434566-1-54-01, for costs directly related to the resurfacing or reconstruction of SW King/SW Mauldin from SR 47 to CR 240, hereinafter referred to as the PROJECT; and

WHEREAS, the COUNTY by Resolution No. _____ dated the _____ day of _____, 20____, a copy of which is attached hereto and made a part hereof, has authorized the Chairman of its Board of Commissioners or County Manager to enter into this Agreement.

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

1. SERVICES AND PERFORMANCE

- A. The COUNTY shall furnish the services with which to construct the PROJECT. Said PROJECT shall consist of the actions and services described in **Exhibit B**, attached hereto and made a part hereof. The scope of work shall clearly establish the tasks to be performed pursuant to Section 215.971, Florida Statutes.
- B. The COUNTY agrees to undertake the construction of the PROJECT in accordance with all applicable federal, state and local laws, rules and regulations, including COUNTY's standards and specifications. The COUNTY shall be responsible for obtaining clearances/permits required for the construction of the PROJECT from the appropriate permitting authorities. Upon completion of the PROJECT, the COUNTY shall certify to the DEPARTMENT that the PROJECT has been completed in accordance with the COUNTY's standards and specifications.
- C. The DEPARTMENT will be entitled at all times to be advised, upon request, as to the status of work being done by the COUNTY and of the details thereof. Coordination shall be maintained by the COUNTY with representatives of the DEPARTMENT.
- D. The COUNTY must certify that the consultant has been selected in accordance with the Consultants' Competitive Negotiation Act (Section 287.055, Florida Statutes). Contractor must be prequalified by the DEPARTMENT pursuant to Section 337.14, Florida Statutes, and Rule Chapter 14-22, Florida Administrative Code for projects meeting the thresholds therein.
- E. The COUNTY shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the COUNTY during the term of the contract; and shall expressly require any subcontractors performing work or providing services pursuant to the state contract to

TO DEPARTMENT:

likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

- F. The COUNTY shall not sublet, assign or transfer any work under this Agreement without the prior written consent of the DEPARTMENT.
- G. The COUNTY shall require quantifiable units of deliverables pursuant to Section 215.971, Florida Statutes. Each deliverable must be directly related to the scope of work and must specify the required minimum level of service to be performed and the criteria for evaluating successful completion of each deliverable. Said deliverables are described in **Exhibit C**, attached hereto and made a part hereof.
- H. Notices under this Agreement shall be in writing and shall be considered effective upon delivery by United States mail, facsimile, or overnight courier to the individuals listed below as follows:

TO COUNTY:

Kim Evans, Di	strict Local Programs Admin.	Chad Williams, P.E.	
FDOT / Program Management - MS 2014		Columbia County Engineer	
1109 South Marion Avenue		P.O. Drawer 1529	
Lake City, Flor	ida 32025	Lake City, Florida 32056	
2. TERM			
A. Agreement and	The COUNTY shall commence the PROJEC d shall be performed in accordance with the follow	T activities subsequent to the execution of this ving schedule:	
	 i) Construction contract to be let on or before ii) Construction to be completed on or before 		
completion as granted in writi will be conside	he PROJECT within this time period, this Agreeme	the time period is requested by the COUNTY and f this Agreement. Expiration of this Agreement	
C. shall be in writ this Agreemen	ing and executed by both parties, and shall be su	nsion which shall be for no more than six (6) months bject to the same terms and conditions set forth in	
3. COMP	PENSATION AND PAYMENT		
A. construction er	The DEPARTMENT agrees to a maximum particle of the department of t	cipation in the PROJECT [design, construction and unt of \$1,144,500.00.	
B. DEPARTMEN	The COUNTY shall submit one invoice (3 copie to the Project Manager, at the address stated in	es) plus supporting documentation required by the paragraph 1G, for approval and processing:	
	monthly, or quarterly, or once the PROJECT has been accepted by the 0	COUNTY and approved by the DEPARTMENT.	

In the event the COUNTY proceeds with the CEI of the PROJECT with its own forces, the COUNTY

will only be reimbursed for direct costs (this excludes general and administrative overhead).

- D. All costs charged to the PROJECT shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges.
- E. The DEPARTMENT shall have the right to retain out of any payment due the COUNTY under this Agreement an amount sufficient to satisfy any amount due and owing to the DEPARTMENT by the COUNTY on any other Agreement between the COUNTY and the DEPARTMENT.
- F. The COUNTY must submit the final invoice to the DEPARTMENT within 180 days after the final acceptance of the project.
- G. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the DEPARTMENT'S Comptroller under Section 334.044 (29), Florida Statutes. Any provisions for an advance payment are provided in Exhibit N/A, attached hereto and made a part of this Agreement.
- H. Deliverables must be received and accepted in writing by the Contract Manager prior to payments.
- I. Any penalty for delay in payment shall be in accordance with Section 215.422(3)(b), Florida Statutes.
- J. Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and postaudit thereof.
- K. Bills for travel expenses specifically authorized in this Agreement shall be submitted on the DEPARTMENT'S Travel Form No. 300-000-01 and will be paid in accordance with Section 112.061, Florida Statutes.
- L. Participants providing goods and services to the DEPARTMENT should be aware of the following time frames. Upon receipt, the DEPARTMENT has 5 working days to inspect and approve the goods and services. The DEPARTMENT has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.
- M. If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), F.S., will be due and payable, in addition to the invoice amount, to the Participant. Interest penalties of less than one (1) dollar will not be enforced unless the Participant requests payment. Invoices that have to be returned to a Participant because of Participant preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the DEPARTMENT.
- N. A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for contractors/vendors who may be experiencing problems in obtaining timely payments(s) from a state Agency The Vendor Ombudsman may be contacted at (850) 413-5516.
- O. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the DEPARTMENT at all times during the period of this Agreement and for three years after final payment is made. Copies of these documents and records shall be furnished to the DEPARTMENT upon request. Records of costs incurred includes the COUNTY's general accounting records and the PROJECT records, together with supporting documents and records of the COUNTY and all subcontractors performing work on the PROJECT, and all other records of the COUNTY and subcontractors considered necessary by the DEPARTMENT for a proper audit of costs.
- P. In the event this contract for services is in excess of \$25,000.00 and a term for a period of more than one (1) year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

"The DEPARTMENT [Department of Transportation], during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The DEPARTMENT shall require a statement from the Comptroller of the DEPARTMENT that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the DEPARTMENT which are for an amount in excess of \$25,000.00 and which have a term for a period of more than 1 year."

- Q. The DEPARTMENT'S performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Florida Legislature.
- R. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.
- S. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

4. INDEMNITY AND INSURANCE

A. The COUNTY agrees to include the following indemnification in all contracts with contractors/subcontractors, consultants/subconsultants, who perform work in connection with this Agreement:

"The contractor/consultant shall indemnify, defend, save and hold harmless the DEPARTMENT and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to any negligent act or occurrence of omission or commission of the contractor, its officers, agents or employees."

- B. <u>LIABILITY INSURANCE</u>. The COUNTY shall carry or cause its contractor/consultant to carry and keep in force during the period of this Agreement a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$100,000 per person and \$300,000 each occurrence, and property damage insurance of at least \$100,000 each occurrence, for the services to be rendered in accordance with this Agreement. In addition to any other forms of insurance or bonds required under the terms of the agreement, when it includes construction within the limits of a railroad right-of-way, the COUNTY must provide or cause its contractor to provide insurance coverage in accordance with Section 7-13 of the DEPARTMENT's Standard Specifications for Road and Bridge Construction (2010), as amended.
- C. <u>WORKER'S COMPENSATION</u>. The COUNTY shall also carry or cause its contractor/consultant to carry and keep in force Worker's Compensation insurance as required for the State of Florida under the Worker's Compensation Law.

COMPLIANCE WITH LAWS

- A. The COUNTY shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the COUNTY in conjunction with this Agreement. Failure by the COUNTY to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the DEPARTMENT.
- B. The COUNTY shall comply with all federal, state, and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the performance of work under this Agreement.
- C. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch, or a state agency.
- D. The COUNTY and the DEPARTMENT agree that the COUNTY, its employees, and subcontractors are not agents of the DEPARTMENT as a result of this Agreement for purposes other than those set out in Section 337.274, Florida Statutes.

COMPLIANCE WITH FLORIDA SINGLE AUDIT ACT

- A. The administration of funds awarded by the DEPARTMENT to the COUNTY may be subject to audits and/or monitoring by the DEPARTMENT as described in **Exhibit A**.
- B. MONITORING. In addition to reviews of audits conducted in accordance with U.S. Office of Management and Budget ("OMB") Circular A-133 and Section 215.97, Florida Statutes, as revised (see "AUDITS" below), monitoring procedures may include, but are not limited to, on-site visits by DEPARTMENT staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this agreement, the COUNTY agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the DEPARTMENT. In the event the DEPARTMENT determines that a limited scope audit of the COUNTY is appropriate, the COUNTY agrees to comply with any additional instructions provided by the DEPARTMENT staff to the COUNTY regarding such audit. The COUNTY further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the DEPARTMENT'S Office of Inspector General ("OIG") and Florida's Chief Financial Officer ("CFO") or Auditor General.
- C. <u>AUDITS</u>. Recipients of state funds (i.e. a nonstate entity as defined by Section 215.97(2)(m), Florida Statutes) are to have audits done annually using the following criteria:
 - i. In the event that the COUNTY expends a total amount of State financial assistance equal to or in excess of \$500,000 in any fiscal year, the COUNTY must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services and the CFO; and Chapters 10.550 (local government entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. In determining the State financial assistance expended in its fiscal year, the COUNTY shall consider all sources of State financial assistance, including State financial assistance received from the DEPARTMENT, other state agencies, and other nonstate entities. State Financial assistance does not include federal direct or pass-through awards and resources received by a non-state entity for federal program matching requirements.
 - ii. In connection with the audit requirements addressed in paragraph 6.C.i, the COUNTY shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental agencies) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
 - iii. If the COUNTY expends less than \$500,000 in State financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. However, if the COUNTY elects to have an audit conducted in accordance with the

provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from non-State funds (i.e., the cost of such an audit must be paid from the COUNTY's resources obtained from other than State entities).

- iv. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.
- D. <u>OTHER AUDIT REQUIREMENTS</u>. The COUNTY shall follow up and take corrective action on audit findings. Preparation of a summary schedule of prior year audit findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is completed or the dispute is resolved. Access to project records and audit work papers shall be given to the DEPARTMENT, the Department of Financial Services, and the Auditor General. This section does not limit the authority of the DEPARTMENT to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

E. REPORT SUBMISSION.

- Copies of financial reporting packages required by paragraph 6.C of this agreement shall be submitted by or on behalf of the COUNTY <u>directly</u> to each of the following:
 - a. The DEPARTMENT at the following address:

Florida Department of Transportation Office of Comptroller, MS 24 605 Suwannee Street Tallahassee, Florida 32399-0405 Email: FDOTSingleAudit@dot.state.fl.us

Email: 1 DO TOMIGIO/ GORGO GOLGICA GOLGICA

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

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

- ii. Copies of reports or the management letter required by Paragraph 6.D of this Agreement shall be submitted by or on behalf of the COUNTY directly to:
 - a. The DEPARTMENT at the following address:

Florida Department of Transportation Office of Comptroller, MS 24 605 Suwannee Street Tallahassee, Florida 32399-0405 Email: FDOTSingleAudit@dot.state.fl.us

- iii. Any reports, management letter, or other information required to be submitted to the DEPARTMENT pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
- iv. The COUNTY, when submitting financial reporting packages to the DEPARTMENT for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the

Auditor General, should indicate the date that the reporting package was delivered to the COUNTY in correspondence accompanying the reporting package.

F. <u>RECORD RETENTION</u>. The COUNTY shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least five (5) years from the date the audit report is issued, and shall allow the DEPARTMENT, or its designee, CFO, or Auditor General access to such records upon request. The COUNTY shall ensure that audit working papers are made available to the DEPARTMENT, or its designee, CFO, or Auditor General upon request for a period of at least five (5) years from the date the audit report is issued, unless extended in writing by the DEPARTMENT.

7. TERMINATION AND DEFAULT

- A. This Agreement may be canceled by the DEPARTMENT in whole or in part at any time the interest of the DEPARTMENT requires such termination. The DEPARTMENT also reserves the right to seek termination or cancellation of this Agreement in the event the COUNTY shall be placed in either voluntary or involuntary bankruptcy. The DEPARTMENT further reserves the right to terminate or cancel this Agreement in the event an assignment be made for the benefit of creditors. This Agreement may be canceled by the COUNTY upon sixty (60) days written notice to the DEPARTMENT.
- B. If the DEPARTMENT determines that the performance of the COUNTY is not satisfactory, the DEPARTMENT shall have the option of (a) immediately terminating the Agreement, or (b) notifying the COUNTY of the deficiency with a requirement that the deficiency be corrected within a specified time, otherwise the Agreement will be terminated at the end of such time, or (c) take whatever action is deemed appropriate by the DEPARTMENT.
- C. If the DEPARTMENT requires termination of the Agreement for reasons other than unsatisfactory performance of the COUNTY, the DEPARTMENT shall notify the COUNTY of such termination, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.
- D. If the Agreement is terminated before performance is completed, the COUNTY shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount which is the same percentage of the contract price as the amount of work satisfactorily completed is a percentage of the total work called for by this Agreement.

8. MISCELLANEOUS

- A. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.
- B. The DEPARTMENT shall not be obligated or liable hereunder to any party other than the COUNTY.
- C. In no event shall the making by the DEPARTMENT of any payment to the COUNTY constitute or be construed as a waiver by the DEPARTMENT of any breach of covenant or any default which may then exist, on the part of the COUNTY, and the making of such payment by the DEPARTMENT while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the DEPARTMENT with respect to such breach or default.
- D. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written. It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

- E. If any part of this Agreement shall be determined to be invalid or unenforceable by a court of competent jurisdiction or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this Agreement shall remain in full force and effect provided that the part of this Agreement thus invalidated or declared unenforceable is not material to the intended operation of this Agreement.
- F. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue of any judicial proceedings arising out of this Agreement shall be in Leon County, Florida.
- G. This Agreement shall be effective upon execution by both parties and shall continue in effect and be binding on the parties until the PROJECT is completed and accepted and payment made by the DEPARTMENT.
- H. The contractor/consultant/vendor agrees to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

The remainder of this page intentionally left blank.

day of	by the Chairma	raused this Agreement to be executed on its behalf this not the Board of Commissioners, authorized to enter in
and execute same by Resolution Number and the DEPARTMENT has ex Department of Transportation, this	ecuted this Agr	of the Board on the day of eement through its District Secretary for District 2, Flori
Department of Transportation, this		
	COLUMBIA	COUNTY, FLORIDA
ATTEST:CLERK	_(SEAL)	BY: CHAIRMAN, BOARD OF COUNTY COMMISSIONERS
STATE OF F	LORIDA DEPA	RTMENT OF TRANSPORTATION
ATTEST:EXECUTIVE SECRETARY	_(SEAL)	BY: DISTRICT SECRETARY DISTRICT
District Construction/Maintenance Engineer Approval:		Legal Review:
		Availability of Funds Approval:
		(Date)

EXHIBIT A

FEDERAL and/or STATE resources awarded to the COUNTY pursuant to this agreement should be listed below. If the resources awarded to the COUNTY represent more than one Federal or State program, provide the same information for each program and the total resources awarded. Compliance Requirements applicable to each Federal or State program should also be listed below. If the resources awarded to the COUNTY represent more than one program, list applicable compliance requirements for each program in the same manner as shown here:

- (e.g., What services or purposes the resources must be used for)
- (e.g., Eligibility requirements for recipients of the resources)
- (Etc...)

NOTE: Instead of listing the specific compliance requirements as shown above, the State awarding agency may elect to use language that requires the COUNTY to comply with the requirements of applicable provisions of specific laws, rules, regulations, etc. The State awarding agency, if practical, may want to attach a copy of the specific law, rule, or regulation referred to.

FEDERAL RESOURCES

Federal Agency Catalog of Federal Domestic Assistance (Number & Title) Amount

Compliance Requirements

1.

2.

3.

STATE RESOURCES

State Agency Catalog of State Financial Assistance (Number & Title) Amount

FDOT Small County Road Assistance Program - 55.019 \$1,144,500.00

Compliance Requirements

1. Allowed: per F.S. 339.2816, Department of Transportation-approved roadway projects involving resurfacing or reconstructing county roads. All projects funded under this section shall be included in the department's work program developed pursuant to F.S. 339.135.

Not allowed: per F.S. 339.2816, capacity improvements on county roads shall not be eligible for funding under the program.

- 2. Per F.S. 339.2816: any county that has a population of 75,000 or less according to 1990 federal census data and has enacted the maximum rate of the local option fuel tax authorized by s. 336.025(1)(a).
- 3. Allowable costs: direct project costs (design, construction, construction engineering and inspection)

NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5)(a), Florida Statutes, require that the information about Federal Programs and State Projects included in Exhibit A be provided to the COUNTY.

Compliance Requirements

1.

2.

2

NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5)(a), Florida Statutes, require that the information about Federal Programs and State Projects included in Exhibit A be provided to the COUNTY.

EXHIBIT B

The project consists of the Design, Construction and Construction Engineering Inspection for the road reconstruction and resurfacing of SW King/SW Mauldin from SR 47 to CR 240 in Columbia County, Florida as follows:

- Development of design plans
- Bid and award
- Construction
- Construction Engineering and Inspection

AGENCY RESPONSIBILITIES:

The Agency is required to provide a copy of the design plans for the Department's file. The Agency is required to send an Engineer's Estimate and scope of services. The Agency is required to send a preliminary schedule from the selected contractor, once available. The Agency is required to send an email stating that the construction was selected based on the CCNA.

If Right-of-Way activities become apparent, begin coordination with the Department at once.

The Department's maximum participation is not to exceed \$1,144,500.00.

Prior to the execution of this Agreement, a project schedule of funding shall be prepared by the Agency and approved by the Department. The Agency shall maintain said schedule of funding, carry out the project, and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved schedule of funding for the project. The schedule of funding may be revised by execution of a Supplemental Agreement between the Department and Agency. The Agency acknowledges and agrees that funding for this project may be reduced upon determination of the award amount and execution of the Supplemental Agreement.

850-035-02 FROGRAM MANAGEMENT OGC = 08/15 Page 12 of 12

Mr. Chad Williams, P.E. Columbia County Engineer P.O. Drawer 1529	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION SMALL COUNTY ROAD ASSISTANCE PROGRAM (SCRAP)	Financial Project ID:	434566-1-54-01
Lake City, Florida 32056	SCHEDULE OF FUNDING EXHIBIT "C"	Contract Number:	

PROJECT DESCRIPTION

Name: SW King/SW Mauldin

Length Approx. 3.270 miles

Termini: from SR 47 to CR 240

Description of Work: Resurfacing or reconstruction

TYPE OF WORK By Fiscal Year	(1) TOTAL PROJECT ESTIMATE FUNDS (100%)	(2) AGENCY FUNDS (0%)	(3) STATE & FEDERAL FUNDS (100%)
Design 2008-2009 2009-2010 2010-2011			
Total Design Cost		A CONTRACTOR CONTRACTO	
Right of Way 2008-2009 2009-2010 2010-2011 Total Right of Way Cost	\$440.450		
Construction 2011-2012 2012-2013 2013-2014 2014-2015 2015-2016	\$1,144,500.00		\$1,144,500.00 \$1,144,500.00
Construction Engineering and Inspection 2013-2014 2014-2015 2015-2016 2016-2017 Total Construction Costs	2.7000000000000000000000000000000000000		51,144,500.00
Total Cost of Project	\$1,144,500.00	and in the design common discourse of special and distinct the pro-	\$1,144,500.00

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

COLUMBIA COUNTY, FLORIDA RESOLUTION NO. 2015R-34

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA APPROVING STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, REIMBURSEMENT AGREEMENT WITH COLUMBIA COUNTY, FLORIDA FOR RESURFACING OR RECONSTRUCTION OF SW KING/SW MAULDIN FROM SR 47 TO CR 240.

WHEREAS, Columbia County has the authority to enter into a Reimbursement Agreement with the State of Florida, Department of Transportation, ("Department"); and WHEREAS, Columbia County believes it is in the best interest to facilitate the resurfacing or reconstruction of SW King/SW Mauldin from SR 47 to CR 240 in Columbia County Florida, and to enter into a Reimbursement Agreement for Financial Project ID No. 434566-1-54-01.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA, as follows:

Section 1. Columbia County, Florida by and through its Board of County

Commissioners, approves the State of Florida, Department of Transportation,

Reimbursement Agreement as to Financial Project ID No. 434566-1-54-01, a copy of which is attached hereto and made a part hereof.

<u>Section 2.</u> The Chairman of the Board of County Commissioners, together with any other appropriate County officials, are authorized to execute the agreement on behalf of Columbia County, Florida.

UNANIMOUSLY PASSED AND ADOPTED by the Board of County Commissioners of Columbia County, Florida, at its regular session on <u>NOVEMBER 19, 2015</u>.

BOARD OF COUNTY COMMISSIONERS COLUMBIA COUNTY, FLORIDA

BY:	
Rust	y DePratter, Chairman
ATTES	r.
AIIES.	P. DeWitt Cason, Clerk of Court
	The first cases, even or court
	(SEAL)

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BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>11/12/2015</u>	Meeting Date: 11/19/2015	Meeting Date: 11/19/2015				
Name: Kevin Kirby Department: Operations						
Division Manager's Signature:						
1. Nature and purpose of age	nda item: Requesting Approval of Resolution No. 2015R-35 to Ac	cept Reimbursement				
Agreement 439056-1-54-01 for Repai	ir of Croft Street Bridge					
Attach any correspondence ir memorandums, etc.	nformation, documents and forms for action i.e., contr	act agreements, quotes,				
2. Fiscal impact on current bu	dget.					
Is this a budgeted item?	□ N/A					
	Yes Account No.					
	✓ No Please list the proposed budget amendmen	nt to fund this request				
Budget Amendment Number:	BA # 16-13					
FROM	<u>TO</u>	<u>AMOUNT</u>				
303.0000.334.4394 SCOP GRANT	303.8086.541.3046 CROFT BRIDGE	\$125,000.00				
	For Use of County Manger Only:					
	[] Consent Item [] Discussion Item					



Florida Department of Transportation

RICK SCOTT GOVERNOR 1109 South Marion Avenue Lake City, FL 32025-2014 JIM BOXOLD SECRETARY

November 6, 2015

Mr. Chad Williams, P.E., County Engineer Columbia County Engineer's Office Post Office Drawer 1529 Lake City, Florida 32056

Subject:

Small County Outreach Program

Bridge Repair of Croft Street Bridge over Olustee Creek # 29447

Financial Project ID: 439056-1-54-01

Dear Mr. Williams:

Enclosed for execution are three (3) copies of the Small County Outreach Program Agreement for the bridge repair of Croft Street Bridge over Olustee Creek / Bridge # 294447. This Agreement details the terms and conditions for construction of the subject improvements which Columbia County will undertake. Please do not date the Agreement as other approvals must be secured prior to establishing the execution date.

In addition to executing the attached Agreement, a resolution must be adopted and a certified copy attached to each copy of the Agreement.

Columbia County is responsible for bearing all expenses in excess of the amount the Department agrees to participate (\$125,000.00.) A final copy of the design plans must also be provided for our files.

Your assistance in securing execution is appreciated. Should you have questions or need additional information, I can be reached at 1-800-749-2967, Extension 7402.

Sincerely,

Kim Evans

District Local Program Administrator

/ke Enclosures Florida Statutes: 334.044(7)

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION SMALL COUNTY OUTREACH PROGRAM AGREEMENT

850-035-01 PROGRAM MANAGEMENT OGC - 08/15 Page 1 of 18

Financial Project No: <u>439056-1-54-01</u>	Vendor No.: <u>F596000564005</u>
Contract No	CSFA No. and Title: 55.009 Small County Outreach Program (SCOP) and Rural Areas of Opportunity (RAO)
	55.009

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION SMALL COUNTY OUTREACH PROGRAM AGREEMENT

This Small County Outreach Program Agreement ("Agreement") is entered into this day of
, between the State of Florida, Department of Transportation ("Department") and Columbia
County, ("Recipient"). The Department and the Recipient are sometimes referred to in this Agreement as
a "Party" and collectively as the "Parties."

RECITALS

- A. The Department is authorized under Section 334.044 (7), Florida Statutes, and Section 339.2818, Florida Statutes to enter into this Agreement.
- B. The Small County Outreach Program ("SCOP") has been created within the Department pursuant to Section 339.2818, Florida Statutes, to provide funds to counties to assist small counties in resurfacing or reconstructing county roads or in constructing capacity or safety improvements to county roads and also to municipalities within rural areas of critical concern (rural areas of opportunity ("RAO")) with projects, excluding capacity improvement projects.
- C. The Department has determined that the transportation project described in Exhibit "A" attached and incorporated in this Agreement ("Project"), is necessary to facilitate the economic development and growth of the State and the Department is authorized by Section 339.2821, Florida Statutes, to approve an expenditure to the Recipient for the direct costs of the Project.
- D. Exhibits A, B, C, and D are attached hereto and incorporated by reference into this agreement.
- E. The Recipient is authorized to enter into this Agreement by the resolution attached and made part of this Agreement.

F. Waiver or reduction of the Recipient contribution is authorized by the Department, as authorized in Section 288.0656(7)(a), Florida Statutes, and the waiver of financial match requirements in Section 288.06561, Florida Statutes.

NOW, THEREFORE, in consideration of the mutual benefits contained in this Agreement, the parties agree as follows:

- 1. The recitals set forth above are incorporated by this reference in this Agreement.
- 2. The Recipient shall furnish all services as required in Exhibit "A" for completion of the Project.
- 3. The term of this Agreement shall begin upon the date of signature of the last party to sign this Agreement ("Effective Date") and continue through 12/31/2017. Execution of this Agreement by both parties shall be deemed a Notice to Proceed to the Recipient for work to begin on the Project. Any work performed prior to the execution of this Agreement is not subject to reimbursement. The estimated project production schedule is as follows:
 - a. Design plans contract to begin on or before $\frac{3/31/2016}{2016}$, and design plans to be completed by $\frac{06}{30}$.
 - b. Actual Construction shall begin no later than <u>10/31/2016</u>, and be completed by <u>12/31/2017</u>.
- 4. The Department will participate in a maximum of 100% of the actual total project costs up to \$125,000.00 (the maximum Department participation as set forth in Method of Compensation in Exhibit B). The Parties agree that the Department's participation may be increased or reduced upon a determination of the actual bid amounts of the project by the execution of a supplemental agreement. Travel costs will not be reimbursed.
 - a. The Department agrees to compensate the Recipient for services described in Exhibit "A", and as set forth in the Method of Compensation in Exhibit "B".
 - b. Unless otherwise permitted, payment will begin in the year the Project or Project phase is scheduled in the adopted work program as of the Effective Date of this Agreement. Payment will be made for actual costs incurred as of the date the invoice is submitted with the final payment due upon receipt of a final invoice.
 - c. The Recipient shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project, identified as Financial Project Number 439056-1-54-01, and the quantifiable, measurable, and verifiable units of deliverables are described more fully in Exhibit "A". Any changes to the deliverables shall require written approval in advance by the Department.

- d. Invoices shall be submitted at least quarterly by the Recipient in detail sufficient for a proper pre-audit and post-audit, based on the quantifiable, measurable and verifiable deliverables as established in Exhibit "A". Deliverables must be received and accepted in writing by the Department's Project Manager prior to reimbursements. The final invoice shall be accompanied by a Notice of Completion, Exhibit "D."
- e. Supporting documentation must establish that the deliverables were received and accepted in writing by the Recipient and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in Exhibit "A" has been met.
- Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If the Department determines that the performance of the Recipient is unsatisfactory, the Department shall notify the Recipient of the deficiency to be corrected, which correction shall be made within a time frame to be specified by the Department. The Recipient shall, within five days after notice from the Department, provide the Department with a corrective action plan describing how the Recipient will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the Recipient shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing The retainage shall be withheld until the Recipient resolves the deficiency. If the deficiency is subsequently resolved, the Recipient may bill the Department for the retained amount during the next billing period. If the Recipient is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement's term.
- g. The Recipient should be aware of the following time frames. Upon receipt of an invoice, the Department has twenty (20) days to inspect and approve the goods and services. The Department has twenty (20) days to deliver a request for payment (voucher) to the Department of Financial Services. The twenty (20) days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved. If a payment is not available within forty (40) days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Recipient. Interest penalties of less than one dollar (\$1.00) will not be enforced unless the Recipient requests payment. Invoices which have to be returned to the Recipient because of Recipient preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department. A Vendor Ombudsman

has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for entities who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Division of Consumer Services at (877) 693-5236.

- h. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Recipient's general accounting records and the project records, together with supporting documents and records, of the Recipient and all subcontractors performing work on the project, and all other records of the Recipient and subcontractors considered necessary by the Department for a proper audit costs.
- i. Upon request, the Recipient agrees to provide progress reports to the Department in the standard format used by the Department and at intervals established by the Department. The Department will be entitled at all times to be advised, at its request, as to the status of the Project and of details thereof. Either party to the Agreement may request and shall, within a reasonable time thereafter, be granted a conference with the other party. (insert address below if required)
- j. In the event this Agreement is in excess of \$25,000.00 and a term for a period of more than one (1) year, the provisions of Section 339.135(6)(a), Florida Statutes, are incorporated as follows:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one (1) year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000.00 and which have a term for a period of more than one (1) year."

- k. The Department's obligation to pay under this Agreement is contingent upon an annual appropriation by the Florida Legislature.
- 1. All costs charged to the Project and the grant match of in kind services shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges.
- m. Any Project funds made available by the Department pursuant to this Agreement which are determined by the Department to have been expended by the Recipient in violation of this Agreement or any other applicable law or regulation shall be promptly refunded in full to the Department. Acceptance by the Department of any documentation or certifications, mandatory or otherwise permitted, that the Recipient files shall not constitute a waiver of the Department's rights as the funding agency to verify all information at a later date by audit or investigation.
- 5. The administration of resources awarded through the Department to the Recipient by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency inspector general, the Auditor General, or any other state official. The Recipient shall comply with all audit and audit reporting requirements as specified below.
 - a. In addition to reviews of audits conducted in accordance with Section 215.97, Florida Statutes, monitoring procedures may include, but not be limited to, on-site visits by Department staff, and/or other procedures. By entering into this Agreement, the Recipient agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The Recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the state Chief Financial Officer (CFO) or Auditor General.
 - b. The Recipient, as a non-state entity as defined by Section 215.97(2)(m), Florida Statutes, and as a recipient of state financial assistance awarded by the Department through this Agreement is subject to the following requirements:
 - i. In the event that the Recipient expends a total amount of state financial assistance equal to or in excess of the threshold established by Section 215.97, Florida Statutes, in any fiscal year of the Recipient, the Recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General. Exhibit "C" to this Agreement provides the specific state financial assistance information awarded through the Department by this Agreement needed by the Recipient to further comply with the requirements

of Section 215.97, Florida Statutes. In determining the state financial assistance expended in a fiscal year, the Recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other non-state entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a non-state entity for Federal program matching requirements.

- ii. In connection with the audit requirements, the Recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapters 10.550 (local government entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General.
- iii. If the Recipient expends less than the threshold established by Section 215.97, Florida Statutes, in state financial assistance in a fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required; however, the Recipient must provide to the Department certification exemption of FDOTSingleAudit@dot.state.fl.us no later than 9 months after the end of the Recipient's fiscal year for each applicable audit year. In the event that the Recipient expends less than the threshold established by Section 215.97, Florida Statutes, in state financial assistance in a fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the Recipient's resources (i.e., the cost of such an audit must be paid from the Recipient's resources obtained from other than State entities).
- iv. Copies of financial reporting packages required by this Agreement shall be submitted to:

Florida Department of Transportation Office of Comptroller, MS 24 605 Suwannee Street Tallahassee, FL 32399-0405

Email: FDOTSingleAudit@dot.state.fl.us

and

State of Florida Auditor General Local Government Audits/342 111 West Madison Street, Room 401 Tallahassee, FL 32399-1450 Email: flaudgen localgovt@aud.state.fl.us

- v. Any copies of financial reporting packages, reports, or other information required to be submitted to the Department shall be submitted timely in accordance with Section 215.97, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General, as applicable.
- vi. The Recipient, when submitting financial reporting packages to the Department for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650 (non-profit and for-profit organizations), Rules of the Auditor General, should indicate the date the reporting package was delivered to the Recipient in correspondence accompanying the reporting package.
- vii. Upon receipt, and within 6 months, the Department shall review the Recipient's financial reporting package, including the management letters and corrective action plans, to the extent necessary to determine whether timely and appropriate corrective action has been taken with respect to audit findings and recommendations pertaining to the state financial assistance provided through the Department by this Agreement. If the Recipient fails to have an audit conducted consistent with Section 215.97, Florida Statutes, the Department may take appropriate corrective action to enforce compliance, in accordance with Section 215.97(8)(1), Florida Statutes.
- viii. As a condition of receiving state financial assistance, the Recipient shall allow the Department, or its designee, the CFO or Auditor General access to the Recipient's records, including project records, and the independent auditor's working papers as necessary. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is complete or the dispute is resolved.
- c. The Recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued, and shall allow the Department, or its designee, the CFO or Auditor General access to such records upon request. The Recipient shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or Auditor General upon request for a period of five years from the date the audit report is issued, unless extended in writing by the Department.
- 6. The Recipient shall permit, and shall require its contractors and subcontractors to permit, the Department's authorized representatives to inspect all work, materials, payrolls, and records, and to audit the books, records, and accounts pertaining to the financing and development of the Project.

- 7. The Recipient must certify that the consultant has been selected in accordance with the Consultants' Competitive Negotiation Act (Section 287.055, Florida Statutes). Contractor must be prequalified by the Department pursuant to Section 337.14, Florida Statutes, and Rule Chapter 14-22, Florida Administrative Code for projects meeting the thresholds therein.
- 8. In the event the Recipient proceeds with the design, construction and construction engineering inspection services ("CEI") of the Project with its own forces, the Recipient will only be reimbursed for direct costs (this excludes general and administrative overhead). The Recipient shall hire a Department qualified CEI. The Department shall have the right, but not the obligation, to perform independent testing from time to time during the course of construction of the Project.
- 9. Upon completion of the work in accord with the Plans, the Recipient shall furnish a set of "as-built" plans certified by the Engineer of Record/CEI that the necessary improvements have been completed in accordance with the Plans as the same may be modified in accord with the terms of this Agreement. Additionally, the Recipient shall assure that all post construction survey monumentation required by Fla. Stat. is completed and evidence of such is provided to the Department in a manner acceptable to the Department.
- 10. The Recipient shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the Recipient in conjunction with this Agreement. Specifically, if the Recipient is acting on behalf of a public agency the Recipient shall:
 - a. Keep and maintain public records that ordinarily and necessarily would be required by the Department in order to perform the services being performed by the Recipient.
 - b. Provide the public with access to public records on the same terms and conditions that the Department would provide the records and at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.
 - c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
 - d. Meet all requirements for retaining public records and transfer, at no cost, to the Department all public records in possession of the Recipient upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the Department in a format that is compatible with the information technology systems of the Department.

Failure by the Recipient to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department. The Recipient shall promptly

provide the Department with a copy of any request to inspect or copy public records in possession of the Recipient and shall promptly provide the Department a copy of the Recipient's response to each such request.

- 11. The Recipient shall comply with all federal, state and local laws and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.
- 12. The work performed pursuant to this Agreement may require authorization under the Clean Water Act, by the U.S. Environmental Protection Agency for Storm Water Discharges from construction sites. The Recipient is responsible for obtaining the National Pollutant Discharge Elimination System Permit and all other necessary permits for construction of the Project. When applicable, such permits will be processed in the name of the Department; however, in such event, the Recipient will comply with all terms and conditions of such permit in construction of the subject facilities.
- 13. The Recipient affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor; supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty six (36) months from the date of being placed on the convicted vendor list. The Recipient agrees that it shall not violate Section 287.133(2)(a), Florida Statutes, and further acknowledges and agrees that any conviction during the term of this Agreement may result in the termination of this Agreement.
- 14. The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the Recipient knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.
- 15. The Recipient will not discriminate against any employee employed in the performance of this Agreement, or against any applicant for employment because of age, ethnicity, race, religious belief, disability, national origin, or sex. The Recipient shall provide a harassment-free workplace, with any allegation of harassment given priority attention and action by management. The Recipient shall insert similar provisions in all contracts and subcontracts for services by this Agreement. The Recipient affirms that it is aware of the provisions of Section 287.134(2)(a), Florida Statutes. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity

for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public Recipient. The Recipient further agrees that it shall not violate Section 287.134(2)(a), Florida Statutes, and acknowledges and agrees that placement on the list during the term of this Agreement may result in the termination of this Agreement.

16. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary under this Agreement, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement. The Recipient guaranties the payment of all just claims for materials, supplies, tools, or labor and other just claims against the Recipient or any subcontractor, in connection with this Agreement. Additionally, the Recipient agrees include the following indemnification in all contracts contractors/subcontractors, or consultants/sub consultants who perform work in connection with this Agreement.

"To the fullest extent permitted by law the Recipient's contractor shall indemnify and hold harmless the Recipient, the State of Florida, Department of Transportation, and its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of contractor and persons employed or utilized by contractor in the performance of this Contract.

This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the Recipient's sovereign immunity.

To the fullest extent permitted by law, the Recipient's consultant shall indemnify and hold harmless the Recipient, the State of Florida, Department of Transportation, and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney fees to the extent caused, in whole or in part, by the professional negligence, error or omission, recklessness, or intentional wrongful conduct of the consultant or persons employed or utilized by the consultant in the performance of the Agreement.

This indemnification shall survive the termination of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the State of Florida and the Recipient's sovereign immunity."

17. The Recipient shall carry and keep in force, during the term of this Agreement, a general liability insurance policy or policies with a company or companies authorized to do business in Florida, affording public liability insurance with combined bodily injury limits of at least \$200,000 per person and \$300,000 each occurrence, and property damage

insurance of at least \$200,000 each occurrence, for the services to be rendered in accordance with this Agreement. The Recipient shall also carry and keep in force Workers' Compensation Insurance as required by the State of Florida under the Workers' Compensation Law. With respect to any general liability insurance policy required pursuant to this Agreement, all such policies shall be issued by companies licensed to do business in the State of Florida. The Recipient shall provide to the Department certificates showing the required coverage to be in effect with endorsements showing the Department to be an additional insured prior to commencing any work under this Agreement. Policies that include Self Insured Retention will not be accepted. The certificates and policies shall provide that in the event of any material change in or cancellation of the policies reflecting the required coverage, thirty days advance notice shall be given to the Department or as provided in accordance with Florida law.

- 18. No funds received pursuant to this Agreement may be expended for the purpose of lobbying the Florida Legislature, the judicial branch, or any state agency, in accordance with Section 216.347, Florida Statutes.
- 19. The Recipient and the Department agree that the Recipient, its employees and its subcontractors are not agents of the Department as a result of this Agreement.
- 20. This Agreement may be canceled by the Department in whole or in part at any time the interest of the Department requires such termination. The Department also reserves the right to seek termination or cancellation of the Agreement in the event the Recipient shall be placed in either voluntary or involuntary bankruptcy. The Department further reserves the right to terminate or cancel this Agreement in the event an assignment is made for the benefit of creditors. This Agreement may be canceled by the Recipient upon sixty (60) days written notice to the Department. If the Agreement is terminated before performance is completed, the Recipient shall be paid only for that work satisfactorily performed for which costs can be substantiated.
- 21. The Recipient shall not assign, sublicense, or otherwise transfer its rights, duties, or obligations under this Agreement without the prior written consent of the Department, which consent will not be unreasonably withheld. Any assignment, sublicense, or transfer occurring without the required written approval will be null and void. The Department will at all times be entitled to assign or transfer its rights, duties, or obligations under this Agreement to another governmental agency in the State of Florida, upon giving prior written notice to the Recipient. In the event that the Department approves transfer of the Recipient's obligations, the Recipient remains responsible for all work performed and all expenses incurred in connection with this Agreement.
- 22. All notices pertaining to this Agreement are in effect upon receipt by either party, shall be in writing, and shall be transmitted either by personal hand delivery; United States Post Office, return receipt requested; overnight express mail delivery, email, or facsimile. The addresses and the contact persons set forth below for the respective parties shall be the places where notices shall be sent, unless prior written notice of change of address is given.

TO DEPARTMENT:

Florida Department of Transportation
Kim Evans, District Local Program Admin.
1109 South Marion Avenue
Lake City, Florida 32025
Attention: Project Manager

TO RECIPIENT:
Columbia County Engineer's Office
Chad Williams, County Engineer
Post Office Drawer 1529
Lake City, Florida 32056

Attention: Project Manager Copy: District Chief Counsel

- 23. All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.
- 24. This Agreement shall not be renewed. Any extension shall be in writing and executed by both parties and shall be subject to the same terms and conditions set forth in this agreement.
- 25. This Agreement shall not be construed to grant any third party rights.
- 26. In no event shall the making by the Department of any payment to the Recipient constitutes or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Recipient, and the making of such payment by the Department while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
- 27. This Agreement embodies the entire agreement of the parties. There are no provisions, terms, conditions, or obligations other than those contained in this Agreement. This Agreement supersedes all previous communication, representation, or agreement, either verbal or written, between the parties. No amendment will be effective unless reduced to writing and signed by an authorized officer of the Recipient and the authorized officer of the Department or his/her delegate.
- 28. If any part of this Agreement shall be determined to be invalid or unenforceable by a court of competent jurisdiction, or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this Agreement thus remains in full force and effect provided that the part of this Agreement thus invalidated or declared unenforceable is not material to the intended operation of this Agreement.
- 29. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any action arising out of this Agreement shall be in Leon County, Florida.
- 30. Time is of the essence as to each and every obligation under this Agreement.
- 31. The Department and the Recipient acknowledge and agree to the following:

- i. The Recipient shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Recipient during the term of the contract; and
- ii. The Recipient shall expressly require any contractors and subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the contractor/subcontractor during the contract term.
- 32. This Agreement may be executed in duplicate originals.
- 33. The contractor/consultant/vendor agrees to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date(s) below.

COLUMBIA COUNTY		STATE OF FLORIDA					
(Name of RE	CIPIENT)		DEPARTMENT OF TRANSPORTATION				
BY:			BY:				
Title:	Chair	mente de la composition della	Title:	District Secretary			
			Attest:				
Print Name							
			Date:				
Attest:			Legal Review:				
Title:							
			See attached encapproval by Con	cumbrance form for date of funding			
Print Name				•			
Recipient's L	egal Review						
Print Name	ou.						

EXHIBIT "A"

SCOPE OF SERVICES AND

DELIVERABLES

The project consists of the Design, Construction and Construction Engineering Inspection for the bridge repair of Croft Street Bridge over Olustee Creek #294447

- Development of design plans
- Bid and award
- Construction
- Construction Engineering and Inspection

AGENCY RESPONSIBILITIES:

The Agency is required to provide a copy of the design plans for the Department's file. The Agency is required to send an Engineer's Estimate and scope of services. The Agency is required to send an email verifying that the consultant was obtain following the CCNA. The Agency is required to send a preliminary schedule from the selected contractor, once available.

If Right-of-Way activities become apparent, begin coordination with the Department at once.

The Department's maximum participation is not to exceed \$125,000.00

Prior to the execution of this Agreement, a project schedule of funding shall be prepared by the Agency and approved by the Department. The Agency shall maintain said schedule of funding, carry out the project, and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved schedule of funding for the project. The schedule of funding may be revised by execution of a Supplemental Agreement between the Department and Agency. The Agency acknowledges and agrees that funding for this project may be reduced upon determination of the award amount and execution of the Supplemental Agreement.

EXHIBIT "B"

METHOD OF COMPENSATION

FINANCIAL PROJECT NO.439056-1-54-01

This is a cost reimbursement agreement. This exhibit forms an integral part of the Agreement between the State of Florida, Department of Transportation and

Columbia County

referenced by the above Financial Project Number.

Schedule of Funding:

	FY 2016	FY	FY	TOTAL
I. TOTAL PROJECT COST:	S	\$	S	S
Design	\$	S	S	\$
Right of Way	\$	\$	S	S
Construction	\$125,000.00	\$	\$	\$125,000.00
CEI	\$	\$	S	\$
II. PARTICIPATION:				
Maximum Department Participation	(100%) or \$	(100%) or \$	(100%) or \$	(%) or \$
Local Participation	(0%) or \$	(0%) or \$	(0%) or \$	(0%) or \$
In-Kind	\$	\$	S	\$
Cash	\$	\$	\$	\$
Combination In-Kind/Cash	\$	\$	\$	S
Waiver or Reduction	\$	S	\$	\$
TOTAL PROJECT COST:	\$125,000.00	\$	\$	\$125,000.00

Please submit 1 (insert no. of invoices required) copies of invoice(s) to the following address: Kim Evans, District Local Programs Administrator - MS 2014, 1109 South Marion Avenue,

Lake City, Florida 32025

EXHIBIT "C"

STATE FINANCIAL ASSISTANCE

STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

Awarding Agency: Florida Department of Transportation

State Project Title: Small County Outreach Program (SCOP) and Rural Areas of Opportunity (RAO)

CSFA Number: 55.009

Award Amount: \$125,000.00

Specific information for CSFA Number 55.009 is provided at:

https://apps.fldfs.com/fsaa/searchCatalog.aspx

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Compliance requirements for CSFA Number 55.009 are provided at: https://apps.fldfs.com/fsaa/searchCompliance.aspx

EXHIBIT "D" NOTICE OF COMPLETION

SMALL COUNTY OUTREACH PROGRAM

Between

THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

And

Columbia County RECIPIENT

PROJECT DESCRIPTION: bridge repair of Croft Street Bridge over Olustee Creek / Bridge #294447
FINANCIAL PROJECT NUMBER: 439056-1-54-01
In accordance with the Terms and Conditions of the SMALL COUNTY OUTREACH PROGRAM AGREEMENT, the undersigned hereby provides notification that the work authorized by this Agreement is complete as of
Зу:
Name:
Γitle:

COLUMBIA COUNTY, FLORIDA RESOLUTION NO. 2015R-35

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA APPROVING STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, REIMBURSEMENT AGREEMENT WITH COLUMBIA COUNTY, FLORIDA FOR REPAIR OF CROFT STREET BRIDGE OVER OLUSTEE CREEK #29447.

WHEREAS, Columbia County has the authority to enter into a Reimbursement Agreement with the State of Florida, Department of Transportation, ("Department"); and WHEREAS, Columbia County believes it is in the best interest to facilitate the Repair of Croft Street Bridge over Olustee Creek #29447 in Columbia County Florida, and to enter into a Reimbursement Agreement for Financial Project ID No. 439056-1-54-01.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA, as follows:

Section 1. Columbia County, Florida by and through its Board of County

Commissioners, approves the State of Florida, Department of Transportation,

Reimbursement Agreement as to Financial Project ID No. 439056-1-54-01, a copy of which is attached hereto and made a part hereof.

Section 2. The Chairman of the Board of County Commissioners, together with any other appropriate County officials, are authorized to execute the agreement on behalf of Columbia County, Florida.

UNANIMOUSLY PASSED AND A	DOPTED by the Board of County Commissioners
of Columbia County, Florida, at its re	gular session on
COLU	D OF COUNTY COMMISSIONERS MBIA COUNTY, FLORIDA
BY: Rus	sty DePratter, Chairman
ATTES	P. DeWitt Cason, Clerk of Court
	(SEAL)

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

3	·	
Today's Date: _10/13/2015	Meeting Date: 11/19/2015	
Name: Scott Ward	Department: Administration	
Division Manager's Signature:	Sunto	W-1-1-1
1. Nature and purpose of agen	da item: Comcast Agreement for Richardson Community Center.	
Attach any correspondence inf memorandums, etc.	ormation, documents and forms for action i.e., contract agr	eements, quotes,
2. Fiscal impact on current bud	get.	
Is this a budgeted item?	□ N/A	
	✓ Yes Account No. <u>001-7200-572.30-34</u>	
	☐ No Please list the proposed budget amendment to fu	nd this request
Budget Amendment Number:_		
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

District No. 1 - Ronald Williams District No. 2 - Rusty DePratter District No. 3 - Bucky Nash District No. 4 - Everett Phillips District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS . COLUMBIA COUNTY

October 12, 2015

MEMO

TO: Scott Ward

FR: Todd Manning Jom

RE: Richardson Center

The Richardson Community Center is currently utilizing two Comcast Internet accounts to support staff and its technology center. These accounts are of the lowest bandwidth and it is no longer available for purchase or supported by Comcast.

I recommend replacing the two older Comcast internet service accounts with one point to point fiber connection from Richardson to the BCC data center located at the courthouse. This will provide faster internet service, allow them access to the BCC VoIP telephone services and allow for quicker remote IT support.

This will eliminate the two Comcast ISP accounts, 5 AT&T analog telephone lines, annual recurring costs of their Cisco Firewall maintenance, Web Filter Energizer Updates and server maintenance.

Attached is a cost break down of their current service costs and contract with Comcast to install and provide a 10Mbps Hybrid Fiber point to point connection from Richardson to the Columbia County Courthouse in the amount of \$400.00 per month.

If you have any questions, please let me know.

BOARD MEETS FIRST THURSDAY AT 5:30 P.M. AND THIRD THURSDAY AT 5:30 P.M.

P. O. BOX 1529

LAKE CITY, FLORIDA 32056-1529

PHONE (386) 755-4100

Current Communications Services

Comcast Internet Service		\$1,668.00	Annually
Comcast Internet Service		\$1,668.00	Annually
AT&T/DMS Analog Phone Lines			
386.754.7095		\$204.60	Annually
386.754.7096		\$204.60	Annually
386.754.7101		\$204.60	Annually
386.754.7103		\$204.60	Annually
386.754.7097		\$204.60	Annually
Cisco Smartnet for ASA 5505 Firewall		\$506.72	Annually
Barracuda Webfilter 310	,	\$203.48	Annually

TOTAL

\$5,069.20

Proposed Communucations Services

Comcast HFC Fiber

\$4,800.00 Annually

TOTAL

\$4,800.00

AMENDMENT

to

Comcast Enterprise Services Master Services Agreement No. FL-363117-jaran

This Amendment ("Amendment") is entered into on October 5, 2015 ("Effective Date") and modifies and amends the Comcast Enterprise Services Master Services Agreement No. FL-363117-jaran, to include any preceding Amendment(s) thereto (collectively, "Agreement") by and between Comcast Cable Communications Management, LLC ("Comcast") and Columbia County Board of Commissioners ("Customer"), individually referred to herein as "Party" and jointly referred to as "Parties". In the event of an explicit conflict between this Amendment and the Agreement, the terms and conditions of this Amendment shall take precedence in the interpretation of the explicit matter in question. Unless otherwise set forth herein, all capitalized terms set forth herein shall have the same meaning as set forth in the Agreement.

Whereas, the Parties desire to amend the Agreement by this writing to reflect the amended or additional terms and conditions to which the Parties have agreed to;

Now, therefore, in consideration of the mutual covenants, promises, and consideration set forth in this Amendment, the Parties agree as follows:

- 1. Customer certifies that its use of the Comcast Enterprise Metro Ethernet Transport Services is such that 10% or less of the traffic is jurisdictionally interstate according to FCC regulations. That is, 10% or less of the traffic carried on the Metro Ethernet Transport Services is ultimately bound for the Internet or a location outside the state.
 - a. In making this certification, Customer may rely on traffic studies or measurements. Where such type of data are not available, Customer may rely on factors, such as the design of its network or the nature of its communications needs, that are reasonably likely to enable Customer to make a good faith approximation of its relative interstate and interstate traffic volumes.
 - b. Upon request, Customer agrees promptly to provide Comcast with documentation that explains the methodology that Customer used to determine, or make a good faith approximation of its relative interstate and interstate traffic volumes. Customer also agrees to promptly provide such other assistance as Comcast may reasonably request to respond to an inquiry from a government authority or its agent regarding the classification of Customer's traffic, including the appropriate treatment of the traffic under the FCC's Universal Service program.
 - c. Customer agrees to defend, indemnify and hold harmless Comcast from and against any claims, liabilities, damages and expenses, including reasonable attorneys' and other professionals' fees, arising out of or relating to any violation of Comcast's USF contribution requirements or other FCC or other legal or regulatory requirements relating to Customer's certification regarding its use of the Metro Ethernet Transport Services.
- 2. Customer agrees to provide Comcast with documentation in support of this certification as may be needed by Comcast to respond to an inquiry from a government authority or its agent regarding the proper classification and assessment of these services.
- 3. As of the Effective Date set forth herein, the EPL Services set forth in Sales Order No. FL-363117-jaran-4968928 are modified to reflect an intrastate Services jurisdiction. Any and all future Sales Order(s) duly executed under the Agreement shall specify the applicable Services jurisdiction therein. Customer agrees to pay all applicable federal, state and local taxes, surcharges and fees that are effective

or become effective during the term of the Agreement that are applicable to Comcast intrastate Enterprise Metro Ethernet Transport Services.

4. Intrastate Services are provided by Comcast Phone of Florida, LLC.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment as of the day and year written below and the persons signing covenant and warrant that they are duly authorized to sign for and on behalf of the respective Parties. Except as otherwise modified by this Amendment, all other terms and conditions set forth in the Agreement shall remain in full force and effect.

Columbia County Board of Commissioners Comcast Cable Communications Management, LLC

Signature:	Signature:	
Printed Name:	Printed Name:	
Title:	Title:	
Date:	Date:	

oracds: COM	CAST ENTERPRISE	SERVICES SALE	S ORDER FORM	
Account Name: Columbia County Board of Commissioners	MSA ID#: FL-3		SO ID#: FL-363117-jar	an-4968928
	CUSTOMER INFORMATION	(for notices)		
Primary Contact: Todd Manning	-	y: Lake City	Phone:(386) 719-7442	
Title: Director of Information Technology Address 1: 135 N.E. Hernando Ave.	•	e: <u>FL</u> p: 32055	_ Cell: Fax:	
Address 2:	Allowable Contract Date	e:	Email:todd_manning@columbiad	countyfla.com
MMIIS	IARY OF CHARGES (Details		enerated Date: 10/05/2015	
Service Term (Months): 60	ART OF OFFICE (Details	orronowing pages)		
SUMMARY OF SERV	/ICE CHARGES*	s	JMMARY OF STANDARD INSTALL	ATION FEES
	2 100 00			···
Total Ethernet Monthly Recurring Charges:	\$ 400.00		net Standard Installation Fees*:	\$ 0.00
Total Trunk Services Monthly Recurring Charges:	\$ 0.00		ces Standard Installation Fees: Net Standard Installation Fees:	\$ 0.0 \$ 0.0
Total Off-Net Monthly Recurring Charges:	\$ 0.00		stallation Fees (all Services):	\$ 0.00
Total Monthly Recurring Charges (all Services):	\$ 400.00		SUMMARY OF CUSTOM INSTALL	ATION FEES
		Т	otal Custom Installation Fee:	\$ 0.00
		Am	ortized Custom Installation Fee	\$ 0.00
	_	rice.	and local taxes, USF fees, surcharges and regarding such charges. Customer shall pa	
	prior to the installation of Serv	rice.		
owever designated). Frease refer to your Conicast Enterprise Service Indicast Enterprise Service (1904) of the non-amortized Custom Installation Fee	prior to the installation of Service GENERAL COMMI	ent's		
	AGREEMENT ive upon acceptance by Comcast. ific Attachment for the Service(s) o	This Sales Order is made a pa	regarding such charges. Customer shall participate the compact of the Compact Enterprise Services Master Ma	ay Comcast one
ndred percent (100%) of the non-amortized Custom Installation Fee some content of the second section of the non-amortized Custom Installation Fee some content of the second section of the section o	AGREEMENT ive upon acceptance by Comcast. ific Attachment for the Service(s) o	This Sales Order is made a pa	regarding such charges. Customer shall participate the compact of the Compact Enterprise Services Master Ma	ay Comcast one
s Comcast Enterprise Services Sales Order Form ("Sales Order") shall be effect ared between Comcast and the undersigned and is subject to the Product Spec greement"). Unless otherwise indicated herein, capitalized words shall have the	AGREEMENT GENERAL COMMI AGREEMENT five upon acceptance by Corncast. ific Attachment for the Service(s) of same meaning as in the Agreement	This Sales Order is made a pa	regarding such charges. Customer shall participate the compact of the Compact Enterprise Services Master Ma	ay Comcast one

CUSTOMER USE ONLY (by authorized representative)	COMCAST USE ONLY (by authorized representative)						
Signature:	Signature:	Sales Rep:	Jeanine Arant				
Name:	Name:	Sales Rep E-Mail:	jeanine_nelson@cable.comcast.com				
Title:	Title:	Region:	Florida				
Date:	Date:	Division:	Central				



COMCAST ENTERPRISE SERVICES SALES ORDER FORM

ETHERNET SERVICES AND PRICING

Account Name:	Columbia County Board of Commissioners	Date:	October 05, 2015
MSA ID#:	FL-363117-jaran	SO ID#:	FL-363117-jaran-4968928
Short Description of Service:			
Service Term (Months):	60		

Solution Charges

Line	Request	Action	Service(s)	Description	Service Location A*	Service Location Z*	Comcast Metro	Performance Tier**	Tax Jurisdiction	Monthly	One-Time
1	New	Add	ENI10100	Port	135 NE Hernando Ave Columbia County Board of Commissioners 135 NE Hernando Ave		Coastal		Interstate	\$ 83.33	\$ 0.00
2	New	Add	ENI10100	Port	Columbia County - Richardson Center 255 NE COACH ANDERS LN		Coastal		Interstate	\$ 83.33	\$ 0.00
3	New	Add	EPL-BASIC-10	10 Mbps	135 NE	Columbia County - Richardson Center 255 NE COACH ANDERS LN		PT1	Interstate	\$ 233.33	\$ 0.00
			ces Location Details at ormance Tier Matrix Att			Page	Total			\$ 400.00	\$ 0.00



COMCAST ENTERPRISE SERVICES SALES ORDER FORM

SERVICE LOCATION DETAIL INFORMATION

Account Name: Columbia County Board of Commissioners

MSA ID#: FL-363117-jaran

SO ID#: FL-363117-jaran-4968928 Date: October 05, 2015

Line	Location Name / Site ID	Address 1	Address 2	City	State	Zip Code	DeMarc Location	\$2,000 DOM: NO. 100	Technical / Local Contact Name	Technical / Local Contact Phone #	Technical / Local Contact Email Address	Technical Contact On Site (Yes/No)	Satellite Location (Y/N)
1	Columbia County - Richardson Center	255 NE COACH ANDERS LN		LAKE CITY	FL	32055			Todd Manning		todd_manning@co lumbiacountyfla.co m		No
2	135 NE Hernando Ave Columbia County Board of Commissioner s	135 NE Hernando Ave		Lake City	FL	32055			Todd Manning		todd_manning@co lumbiacountyfla.co m		No

Comcast Enterprise Services Sales Order Form Ethernet Transport Services Performance Tier (PT) Matrix

Metro	PΑ	CNI	CO.	ETN	74.18	Bos	046	9[8]	HOU	iND.	JAC	M	MAT	MTN	MN	NC A	or	3171	SCA	IJŤ	WA	WNE
Central & Western PA (PA)	PT1	N/A	РТ3	N/A	PT2	PT2	PT2	PT2	PT3	PT2	РТ3	PT2	PT2	PT2	PT3	PT4	PT4	PT3	PT4	РТ3	PT4	PT2
Central New	N/A	PT1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Mexico (CNM) Colorado (CO)	PT3	N/A	PT1	N/A	PT3	PT3	PT2	PT3	PT2	PT2	PT3	PT2	PT3	PT3	PT2	PT2	PT3	РТ3	PT2	PT2	PT3	РТ3
Eastern Tennessee	N/A	N/A	N/A	PT1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
(ETN) Greater Atlanta	PT2	N/A	PT3	N/A	PT1	PT3	PT2	PT2	PT2	PT2	PT2	PT2	PT2	PT2	PT3	PT3	РТ3	PT2	PT3	РТ3	PT3	PT3
(ATL) Greater Boston (BOS)	PT2	N/A	РТ3	N/A	PT3	PT1	PT2	PT2	PT3	PT2	РТ3	PT2	PT2	РТ3	PT3	PT4	PT4	РТ3	PT4	PT4	PT4	PT2
Greater Chicago (CHI)	PT2	N/A	PT2	N/A	PT2	PT2	PT1	PT2	PT2	PT2	PT2	PT2	PT2	PT2	PT2	РТ3	РТ3	РТ3	РТ3	РТ3	РТ3	PT2
Greater Phil. & New Jersey (PHL)	PT2	N/A	РТ3	N/A	PT2	PT2	PT2	PT1	РТ3	PT2	PT3	PT2	PT2	PT2	РТ3	PT4	PT4	РТ3	PT4	РТ3	PT4	PT2
Houston (HOU)	РТ3	N/A	PT2	N/A	PT2	РТ3	PT2	РТ3	PT1	PT2	PT2	РТ3	РТ3	PT2	PT3	РТ3	РТ3	PT2	РТ3	РТ3	РТ3	РТ3
Indiana (IND)	PT2	N/A	PT2	N/A	PT2	PT2	PT2	PT2	PT2	PT1	PT2	PT2	PT2	PT2	PT2	РТ3	РТ3	РТ3	РТ3	РТ3	РТ3	PT2
Jacksonville (JAC)	РТ3	N/A	РТ3	N/A	PT2	PT3	PT2	PT3	PT2	PT2	PT1	РТ3	РТ3	PT2	РТ3	PT4	PT4	PT2	PT4	PT3	PT4	PT3
Michigan (MI)	PT2	N/A	PT2	N/A	PT2	PT2	PT2	PT2	РТ3	PT2	PT3	PT1	PT2	PT2	PT2	PT3	РТ3	PT3	PT3	РТ3	PT3	PT2
Mid-Atlantic (MAT)	PT2	N/A	PT3	N/A	PT2	PT2	PT2	PT2	PT3	PT2	PT3	PT2	PT1	PT2	PT3	PT4	PT4	РТ3	PT4	РТ3	PT4	PT2
Middle Tennessee (MTN)	PT2	N/A	РТ3	N/A	PT2	PT3	PT2	PT2	PT2	PT2	PT2	PT2	PT2	PT1	PT2	РТ3	PT3	PT2	РТ3	РТ3	РТ3	РТ3
Minnesota (MN)	РТ3	N/A	PT2	N/A	РТ3	PT3	PT2	PT3	РТ3	PT2	РТ3	PT2	РТ3	PT2	PT1	PT3	РТ3	PT3	РТ3	РТ3	РТ3	PT3
Northern CA (NCA)	PT4	N/A	PT2	N/A	PT3	PT4	PT3	PT4	PT3	PT3	PT4	PT3	PT4	PT3	PT3	PT1	PT2	PT4	PT2	PT2	PT2	PT4
Oregon & SW Washington (OR)	PT4	N/A	PT3	N/A	PT3	PT4	PT3	PT4	РТ3	РТ3	PT4	PT3	PT4	РТ3	PT3	PT2	PT1	PT4	PT2	PT2	PT2	PT4
South Florida (SFL)	PT3	N/A	PT3	N/A	PT2	PT3	PT3	PT3	PT2	PT3	PT2	PT3	PT3	PT2	РТ3	PT4	PT4	PT1	PT4	РТ3	PT4	РТ3
Southern California (SCA)	PT4	N/A	PT2	N/A	РТ3	PT4	РТ3	PT4	РТ3	РТ3	PT4	PT3	PT4	РТ3	РТ3	PT2	PT2	PT4	PT1	PT2	PT2	PT4
Utah (UT)	PT3	N/A	PT2	N/A	РТ3	PT4	PT3	PT3	PT3	PT3	РТ3	PT3	РТ3	PT3	PT3	PT2	PT2	PT3	PT2	PT1	PT2	PT4
Washington (WA)	PT4	N/A	РТ3	N/A	PT3	PT4	РТ3	PT4	РТ3	РТ3	PT4	PT3	PT4	РТ3	РТ3	PT2	PT2	PT4	PT2	PT2	PT1	PT4
Western New England (WNE)	PT2	N/A	PT3	N/A	РТ3	PT2	PT2	PT2	PT3	PT2	PT3	PT2	PT2	PT3	РТ3	PT4	PT4	РТ3	PT4	PT4	PT4	PT1





BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



AGENDA ITEM REQUEST FORM

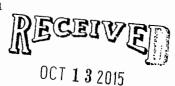
The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date:	Meeting Date: _11/19/15					
Name: Ben Scott	Department: Administration					
Division Manager's Signature: _	Ben Sec					
1. Nature and purpose of agend	a item: Approval of engagement letter with Sniffen and Spellman, P.A. (\$27,000)					
This group represents Columbia Count	r, through the North Florida Water Working Group, on water related legislative issues.					
Attach any correspondence info memorandums, etc.	mation, documents and forms for action i.e., contract agreements, quotes,					
2. Fiscal impact on current budg	et.					
Is this a budgeted item?	□ N/A					
	✓ Yes Account No. <u>001-1015-511.30-49</u>					
	\square No Please list the proposed budget amendment to fund this request					
Budget Amendment Number:						
FROM	<u>TO</u> <u>AMOUNT</u>					
	For Use of County Manger Only:					
	[] Consent Item [] Discussion Item					

SNIFFEN & SPELLMAN, P.A.

123 NORTH MONROE STREET • TALLAHASSEE, FL • 32301 PHONE: 850.205.1996 • FAX: 850.205.3004

WWW.SNIFFENLAW.COM



October 8, 2015

Board of County Commissioners Columbia County

VIA ELECTRONIC AND U.S. MAIL

Mr. Ben Scott, County Manager Columbia County 135 NE Hernando Avenue, Suite 203 Lake City, FL 32056-1529

Re: Engagement Letter for Executive and Legislative Branch Lobbying Services

Dear Ben:

Thank you for the opportunity to continue to represent the North Florida Water Working Group (NFWWG) on behalf of Columbia County. Our team is looking forward to working with you to advance meaningful water quality, quantity and water project issues before the Florida Legislature and Executive Branch, including the Suwannee River and St. John River Water Management Districts.

As we have discussed, we propose to continue our representation on the same terms and conditions as last year. Our retainer will cover all of our legislative and regulatory counsel, as well as advocacy on behalf of the group before the executive and legislative branches of Florida government. All necessary travel time is included in the retainer. We will also continue to manage and coordinate with you as to directing the efforts of the Metz, Husband & Daughton and Smith, Bryan and Myers advocacy firms.

This letter confirms our agreement to represent NFWWG from the period of November 1, 2015 through October 31, 2016. Our firm will assist you in implementing your legislative advocacy goals and advocating on your behalf before Florida's legislative and executive branch agencies. Specifically, the representation will focus on passing legislation intended to promote and support water quantity preservation efforts as to maintaining and restoring water quality and quantity in the areas in and around Columbia County. The representation will also include efforts to secure funding to support conservation and other water projects within the region.

I will be the member of our firm responsible for our representation of your interests, although the entire firm is a resource. Our firm's compensation for providing these services is a monthly retainer in the amount of \$2,250.00, payable upon invoice at the beginning of each month. In addition to the retainer, we will bill you for other customary costs incurred in the course of our representation including, but not limited

Mr. Ben Scott, County Manager October 8. 2015 Page 2

to, lobbyist registration fees, copying, courier services, and other out-of-pocket expenditures. Any other expenses will be submitted for approval by you prior to our incurring the same. Travel expenses to and from meetings with you and the NFWWG are specifically included in our retainer. Our agreement is terminable for convenience with 30 days advance written notice.

As always, we sincerely appreciate the opportunity to work with you. Please let me know if you have any questions.

Sincerely

Mark K. Logan, Of Counsel Sniffen & Spellman, P.A.

Agreed to and Accepted by: Columbia County

By: ______
Title: _____

CC: Elizabeth Davis, Office Manager.

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

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Today's Date: <u>10/21/15</u>	WALLEST OF THE PROPERTY OF THE	Meeting Date: 11/	9/15	
Name: Lisa K.B. Roberts		Department: Hum	an Resources	
Division Manager's Signature	: Ren	Sco		
1. Nature and purpose of age	nda item: <u>In accorda</u> r	nce with the reorganization	of the Facilities Maintenance	Dept.
approved by the Board on 10/15/15.	The position description	for Director of Facilities M	anagement was revised to re	eflect duties
of Director of Maintenance and the F	Facility Field Supervisor	position description was re	vised to Maintenance Field S	Supervisor.
Attach any correspondence ir memorandums, etc.		ents and forms for act	ion i.e., contract agreer	ments, quotes
2. Fiscal impact on current bu	idget.			
Is this a budgeted item?	✓ N/A			
	☐ Yes Accoun	t No		and the second s
	☐ No Please li	st the proposed budg	et amendment to fund	this request
Budget Amendment Number:	-			
FROM		<u>TO</u>		AMOUNT

For Use of County Manger Only:

(Consent Item [] Discussion Item

DIRECTOR OF FACILITIES MANAGEMENT MAINTENANCE

MAJOR FUNCTION:

This is a highly responsible position at the Department Head level, reporting directly to the County Manager Operations Manager Assistant County Manager. Incumbent is responsible for supervising the construction, custodial needs, repairs, and maintenance of both the exterior and interior of all County-owned facilities. Duties require the exercise of independent judgment in planning work methods; scheduling work assignments; and hiring and evaluating department employees. Work is reviewed by the County Manager Operations Manager Assistant County Manager through meetings, inspections, and reports.

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ESSENTIAL FUNCTIONS:

Sets priorities for the department's projects and delegates tasks and responsibilities as necessary. Ensures satisfactory completion of work with correctness, efficiency and cost effectiveness paramount.

Manages and coordinates the activities of subordinate supervisors and employees including determining work procedures and schedules; issuing instructions and assigning duties; reviewing work; recommending personnel actions; conducting performance reviews; and departmental training and orientation.

Prepares division operating budget, monitors costs/expenditures for adherence to established financial goals and objectives.

Remains current on all new technologies and methods of facilities management.

Attends Department Head meetings and keeps staff abreast of all policies and procedures.

NON-ESSENTIAL FUNCTIONS:

Performs related work as required.

WORK ENVIRONMENT:

Varies from office to outdoor environment. Indoor tasks may result in exposure to various chemicals, dust, and noxious fumes. Outdoor tasks may result in exposure to insects, heights, confined areas, and extreme weather conditions.

DIRECTOR OF FACILITIES MANAGEMENT MAINTENANCE (PAGE TWO OF TWO)

TRAINING AND EXPERIENCE:

Minimum Experience: High School diploma or GED, five (5) years progressively responsible experience in the field of facilities maintenance, to include broad general knowledge of basic HVAC, electrical, carpentry and custodial work, three (3) of which shall be in a supervisory/management capacity; or any equivalent combination of training and experience.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of materials, methods and practices used in facilities maintenance.

Knowledge of County Personnel Policies and Procedures

Ability to train and supervise subordinates in a manner conducive to full performance

Ability to plan, assign and supervise work of a group of employees engaged in facilities maintenance

Ability to prepare and maintain accurate records, reports and logs

Ability to communicate with fellow employees and the general public effectively, both orally and in writing

Knowledge of basic HVAC, electrical, carpentry, and custodial work

ESSENTIAL PHYSICAL SKILLS/DEMANDS:

Ability to perform physical work related to the position. Acceptable eyesight (with or without correction) Acceptable hearing (with or without correction) Ability to communicate both orally and in writing Light (up to 50 pounds) lifting and carrying Walking, standing, bending, stooping, climbing Sitting and manual dexterity

PROFESSIONAL LICENSES:

Possession of a valid Florida driver's license required.

Columbia County residency required with six months of date of employment.

Pay Grade: 128125 Exempt – Executive

BCC Approved: 12/03/2009; Revised 06/07/2012, Revised 11/19/2015

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FACILITY MAINTENANCE FIELD SUPERVISOR

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MAJOR FUNCTION:

This is a highly responsible supervisory position to serve as an assistant to the Maintenance Director of Facilities Management. Incumbent is responsible for assisting in the housekeeping and maintenance of both the exterior and interior of all County-owned facilities. Primary duty is to assure cleanliness of the facilities, in particular the Columbia County Courthouse Complex. Maintenance Field Supervisor is responsible for planning, assigning and supervising the work of a group of employees engaged in a variety of routine housekeeping and building maintenance tasks. The Facility-Maintenance Field Supervisor will coordinate and work directly with subordinates who are assigned to the maintenance/facilities department. Incumbent will be required to physically take part in the majority of all assigned tasks.

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Duties require the exercise of independent judgment in planning work methods; scheduling work assignments; ordering, accepting and storing all paper goods, chemicals, tools, and all related goods necessary for maintaining County facilities; and reviewing the work of subordinates. Work is reviewed by the Maintenance Director, of Facilities Maintenance.

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This position will may require extended working hours, variable schedule, possible early start, late finish, and weekend hours.

ESSENTIAL FUNCTIONS:

Assist the Facilities Management Director and the Maintenance Director as directed by the Director. Plans, assigns and supervises the work of a group of employees engaged in maintenance and custodial tasks; makes frequent inspections to determine if work is properly done; issues cleaning supplies, keeps records and makes reports to Director.

Trains new employees; participates in such duties as sweeping, mopping, stripping and waxing floors; cleaning of bathrooms and toilets; dusting, emptying waste baskets and vacuuming floors; maintains the lawns and grounds of various county sites. Periodically pressure washes the outside of county building, cleans blinds and vents; sets up Board meeting room for County Commission and Planning and Zoning at designated locations.

Maintains woodwork, equipment, drywall, flooring, lighting fixtures, repairs and installs locks, doors, and windows.

Maintains necessary records and prepares required reports relating to personnel, supplies, equipment, and work performed.

Performs minor repairs on office equipment and furniture.

Provides collective bargaining support on an as needed basis as to wage, hours, and working conditions.

Attendance at work.

The ability to work on and recognize problems in electrical from low (DC/AC voltage) to high voltage (120-3 phase) and make repairs. Must have working knowledge of HVAC, chilled water systems operations, repairs and maintenance. Must have a working knowledge of CCTV switching panels, cameras, lenses, tilt bases, operation of fire alarm panels, flow switches, smoke detector operations and check valves.

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MAINTENANCE FIELD SUPERVISOR PAGE TWO OF THREE

NON-ESSENTIAL FUNCTIONS:

Performs related work as required. (These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other marginal job related duties as required.)

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FACILITY MAINTENANCE FIELD SUPERVISOR PAGE TWO OF THREE

WORK ENVIRONMENT:

Ability to perform physical work related to the position.

Work may be performed without direct supervision.

Indoor tasks may result in exposure to various chemicals and noxious fumes.

Outdoor tasks may result in exposure to insects, heights, confined areas, and extreme weather conditions.

Responsible for the satisfactory and safe operation of all types of equipment.

An employee in a position allocated to this class may work in or around inmates either within the Columbia County Jail or on work release status.

TRAINING AND EXPERIENCE:

Minimum Training: High school graduate or equivalent, at least 18 years of age plus current ten (10) years supervisory level experience in general maintenance work to include experience in housekeeping or similar custodial work, small tool usage, experience in job related purchasing, and supervisory experience of employees and/or contactors.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of standard practices, methods, materials, tools and equipment used in general maintenance, carpentry, plumbing, electrical maintenance and air conditioning.

Knowledge of the occupational hazards and safety precautions required in general maintenance work.

Skill in the use of a variety of tools, material and equipment used in general maintenance work. Ability to develop a maintenance program; order, accept delivery and store all necessary cleaning agents, paper stock, waxes, etc.; maintain all County Buildings as directed to schedule routine maintenance; and supervise all staff directly assigned to this employee.

Ability to train and supervise subordinates in a manner conductive to full performance and high morale.

Must be able to operate various equipment such as lawnmower, edger, weed eater, blower, hand saw, drill, buffing machine, carpentry tools, hand tools and other equipment as required. Some knowledge of general plumbing, carpentry, and electrical work is required.

MAINTENANCE FIELD SUPERVISOR PAGE THREE OF THREE

Knowledge of materials, methods and practices used in large-scale housekeeping.

Ability to plan, assign and supervise work of a group of employees engaged in maintenance and custodial work.

Ability to maintain accurate records, reports and logs.

Ability to learn, understand and abide by all Maintenance Standard Operating Procedures, Rules and Regulations and County Personnel Policies and Procedures.

Ability to understand and carry out oral and written instructions.

Ability to communicate with fellow employees and the general public.

Ability to take a teamwork approach to the job by cooperating with others, offering to help others when needed and considering larger organization or team goals rather than individual concerns.

Knowledge of Maintenance Standard Operating Procedures, Rules and Regulations.

FACILITY MAINTENANCE FIELD SUPERVISOR PAGE THREE OF THREE

ESSENTIAL PHYSICAL SKILLS/DEMANDS:

Acceptable eyesight, with or without correction Acceptable hearing, with or without correction The ability to speak, read, and edit documents Able to lift a minimum of fifty (50) pounds

Use of both hands while in various positions of walking standing, stooping and sitting while performing essential functions

This position requires climbing stairs and ladders, pushing, pulling, reaching overhead, bending, kneeling and crawling.

PROFESSIONAL LICENSES:

Possession of valid Florida Drivers License required. CDL Class B Florida Drivers License preferred but not required.

Pay Grade: 121115

Non-Exempt

BCC APPROVED: 05/17/2007 Revised 06/07/12 Revised 11/19/2015

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BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10/14/15</u>	Meeting Date: 11/19/15	
Name: Lisa K.B. Roberts	Department: Human Resources	
Division Manager's Signature: _	Ben Sus	_
1. Nature and purpose of agend	a item: Request approval of new position description for Mechanic Shop Crew Leader	_
in the Public Works Department which	vas budgeted in FY 2015-16.	
		-
Attach any correspondence info	rmation, documents and forms for action i.e., contract agreements, quo	otes,
2. Fiscal impact on current bud	et.	
Is this a budgeted item?	□ N/A	
	✓ Yes Account No. <u>101 4250 541 10 12</u>	
	\square No Please list the proposed budget amendment to fund this reque	st
Budget Amendment Number:		
FROM	<u>TO</u> <u>AMOU</u>	J <u>NT</u>
	For Use of County Manger Only:	

[] Consent Item [] Discussion Item

MECHANIC SHOP CREW LEADER

MAJOR FUNCTION:

Responsible supervisory work in the Public Works Department Mechanic Shop. This work is responsible for supervising and participating in the repair and maintenance of automotive, construction, and other types of mechanical equipment. Under the general supervision of an administrative superior, an employee in this class diagnoses, assigns and supervises the repair work performed in a department mechanic shop. Work assignments are received in the form of oral and written instructions or by complaints regarding the operations of specific vehicles or equipment. The crew leader exercises independent judgement in diagnosing the problem and assigns the repair work to the mechanics and mechanic helpers through oral instructions and/or written work sheets. Work is checked through occasional inspections while the repairs are in progress and by final inspections for work quality and performance of the repaired equipment. The employee performs skilled mechanical work or assists a mechanic in performing repairs that are unusually difficult and require a very extensive knowledge of the trade. Requires decisions relative to the application of various established rules and procedures, which may affect quality, accuracy, or utility of results. Frequent contacts with other departments in scheduling work as necessary.

ESSENTIAL FUNCTIONS:

Assists in the supervision of skilled and semi-skilled workers in the mechanic shop daily operations. Reviews and participates in the work of crews performing fleet maintenance, repair or rebuild, including but not limited to autos, trucks, dump trucks, track/wheeled vehicles (back hoe, excavator, compactor, bulldozer, motor graders, etc.), mowers, pumps, fire vehicles, small gas engines, and other associated equipment.

Drives or operates various types of vehicles and equipment, inspects equipment, diagnoses the cause of equipment failure and malfunction and evaluates need for repair, replacement, rebuild or maintenance. Assists in preparing daily reports on work performed by mechanics and time on each job.

Duties include maintaining work schedules, reviewing the work of other mechanics, and coordinating work projects by oral or written work order.

Supervises through inspections and may assist a mechanic in the installation and repair, rebuild or maintenance.

Evaluates computerized systems on vehicles; accesses diagnostic trouble codes (DTC's).

Uses computers for on-board diagnostics (OBD, OBD II, etc.).

Assists in maintaining effective parts control system and maintaining stock levels.

Assists in maintaining the mechanic shop to ensure the work area is clean and orderly, that tools and equipment are used properly and maintained in safe working condition.

Investigates complaints and takes appropriate action or refers to superiors.

Provides assistance in processing and resolving grievances as necessary.

Provides assistance in the budgetary process relating to the operation as necessary.

Provides assistance in the employee evaluations.

Performs duties and acts in the capacity of the Mechanic Shop Foreman in his absence.

{These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.}

NON ESSENTIAL FUNCTIONS

Performs related work as required

MECHANIC SHOP CREW LEADER PAGE TWO

WORK ENVIRONMENT:

Shop conditions with disagreeable elements or factors such as heat, cold, dampness, fumes, dust, noise, or vibrations. Exposure to dirty, oily, greasy elements.

TRAINING AND EXPERIENCE:

Minimum Experience: High School graduation, and five (5) years experience in the field of automotive and equipment mechanic and supervision or graduation from an approved course in the trade, or any equivalent combination of training and experience.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the principles, methods, materials and tools of the automotive mechanics trade. Thorough knowledge of the principles of operation of gasoline and diesel engines and of the repair and maintenance characteristics of a variety of earth moving and other public automotive equipment. Skill in the use and care of tools, machinery and equipment of the automotive mechanics trade. Knowledge in the methods of maintaining, repairing and operating various vehicles and equipment. Ability to evaluate repairs necessary and assist mechanics in trouble shooting.

Knowledge of auto repair software, repair procedures, etc.

Ability to adapt available tools and repair parts in specific repair problems.

Ability to supervise and instruct skilled and semi-skilled mechanics in a manner conducive to full performance and high morale.

Ability to understand and carry out complex oral and written instructions.

Ability to keep records of various types.

Ability to establish effective working relationships with other employees, departments, and the general public.

ESSENTIAL PHYSICAL SKILLS/DEMANDS:

Will use both hands simultaneously while standing or sitting, requires pushing, pulling, twisting, bending and climbing; heavy lifting and carrying in excess of fifty (50) pounds. Ability to communicate both orally and in writing. Acceptable eyesight and hearing (with or without correction) to safely perform the essential functions. Fast manipulative skill in almost continuous use of machine or mechanical equipment. Reaching, pulling, walking, standing on concrete floors, kneeling, bending, stooping and climbing into and under equipment. Continuous standing, walking, or difficult working positions. Working with average or heavy weight materials and supplies.

PROFESSIONAL LICENSES:

Possession of a valid Florida CDL Class B Driver's License required.
Columbia County residency required within six (6) months of date of employment.

Pay Grade: 110 Non-Exempt

BCC Approved: 11/19/15

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 20, 2015	Meeting Date: November 19	, 2015
Name: Kevin Kirby	Department: Operations	
Division Manager's Signature:		
1. Nature and purpose of agen	da item: Utility Permit	

Attach any correspondence inf memorandums, etc.	formation, documents and forms for action i.e.,	contract agreements, quotes,
2. Fiscal impact on current bud	get.	
Is this a budgeted item?	☑ N/A	
	Yes Account No.	
	☐ No Please list the proposed budget amen	dment to fund this request
Budget Amendment Number:_		
FROM	TO	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date: 10/15/15 Permit No	County Road CR 100A Section No.
Florida Power & Light	NE Bascom-Norris
Permittee	
Address 9001 Ellis Road, Melbour	ne FL 32904 Telephone Number 321-726-4886
	County, Florida, hereinafter called the County, to contract, operate and poles with 19 new wood poles, replace 1 existing wood pole
with 1 proposed concrete p	pole, install 19 new wood poles and remove 11 existing poles.
FROM:	TO:
Submitted for the Utility Owner by: San	ndra Martin Permit Admin. Janua Mach 10/15/15 Name & Title Signature Date
aerial and underground and the accurate application. Proposed work is within corp	his application it has determined the location of all existing utilities, both locations are shown on the plans attached hereto and made a part of this porate limits of Municipality: YES() NO(*). If YES: LAKE CITY iffication was mailed on to the following utility obtified prior to construction
The Columbia County Public Works I again immediately upon completion of w located at	Director shall be notified twenty-four (24) hours prior to starting work and york. The Public Works Director is
The PERMITTEE's employee responsib	le for Maintenance of Traffic is(This name may be provided
at the time of the 24 hour notice to starting	g work.)
and shall be completed within days from date of permit approval, then PERM	etual construction in good faith withindays after issuance of permit, after permitted work has begun. If the beginning date is more than 60 days ITTEE must review the permit with the Columbia County Public Works ccurred in the transportation facility that would affect the permitted
4. The construction and maintenance of PERMITTEE.	such utility shall not interfere with the property and rights of a prior
5. It is expressly stipulated that this perm public property pursuant to this permit sl	it is a license for permissive use only and that the placing of utilities upon hall not operate to create or vest any property right in said holder.

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to b entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between N. Davis St and NE VOSS Rd within the County's right of way as set forth above. PERMITTEE, as its sole expense, shall promptly remove said out of
County's right of way as set forth above. PERMITTEE, as its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.
11. Special instructions: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inches (30") cover. Cables shall not be located within driveway ditches.
12. Additional Stipulations:
It is understand and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.
Submitted By: Place Corporate Seal Permittee

Attested

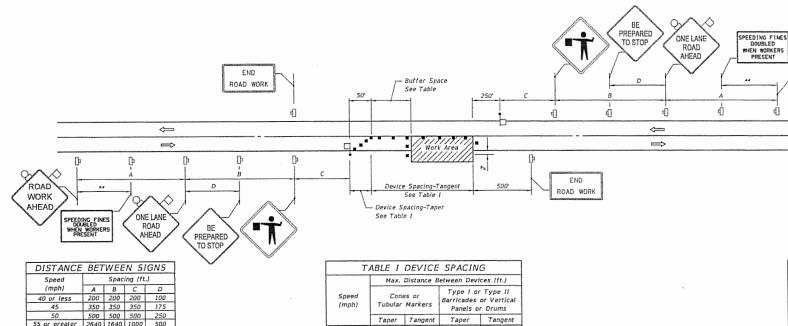
Signature and Title

Utilities Permit Page three Revised: 8/17/00

Recommended for Approval:
Signature:
Title: Ass Carry MANAGER
Date: 10-21-15
Approval by Board of County Commissioners, Columbia County, Florida
YES () NO ()
Date Approved:
Chairman's Signature:

paid, 20-15





20

20

50

50

20

20

50

100

* The ROAD WORK 1 MILE sign may be used as an alternate to the ROAD WORK AHEAD sign.

⇒ 500' beyond the ROAD WORK AHEAD sign or midway between signs whichever is less.

*** BE PREPARED TO STOP sign may be omitted for speeds of 45 MPH or less.

SYMBOL5

Work Area

Sign With 18" x 18" (Min.)
Orange Flag And Type B Light

■ Channelizing Device (See Index No. 600)

Work Zone Sign

Flagger

DESCRIPTION:

Automated Flagger Assistance Devices
(AFAD), With Gate

⇒ Lane Identification + Direction of Traffic

GENERAL NOTES

 Work operations shall be confined to one traffic lane, leaving the opposite lane open to traffic.

25 to 45

50 to 70

- 2. Additional one-way control may be effected by the following means:
- 1. Flag-carrying vehicle;
- 2. Official vehicle;
- 3. Pilot vehicles;
- 4. Traffic signals.

When flaggers are the sole means of one-way control, the flaggers shall be in sight of each other or in direct communication at all times.

- 3. The ONE-LANE ROAD signs are to be fully covered and the FLAGGER signs either removed or fully covered when no work is being performed and the highway is open to two-way traffic.
- When a side road intersects the highway within the TTC zone, additional TTC devices shall be placed in accordance with other applicable TCZ Indexes.
- 5. The two channelizing devices directly in front of the work area and the one channelizing device directly at the end of the work area may be omitted provided vehicles in the work area have high-intensity rotating, flashing, oscillating, or strobe lights operating.
- For Temporary Raised Rumble Strips, general TCZ requirements and additional information, refer to Index No. 600.

DURATION NOTES

- ROAD WORK AHEAD and the BE PREPARED TO STOP signs may be omitted if all of the following conditions are met:
- a. Work operations are 60 minutes or less.
- b. Speed limit is 45 mph or less.
- c. No sight obstructions to vehicles approaching the work area for a distance equal to the buffer space.
- d. Vehicles in the work area have high-intensity, rotating, flashing, oscillating, or strobe lights operating.
- e. Volume and complexity of the roadway has been considered.

Speed	Dist.
(mph)	(ft.)
25	155
30	200
35	250
40	305
45	360
50	425
55	495
60	570
65	645
70	730

BUFFER SPACE

ROAD

WORK

AHEAD

When Buffer Space cannot be attained due to geometric constraints, the greatest attainable length shall be used, but not less than 200 ft.

CONDITIONS

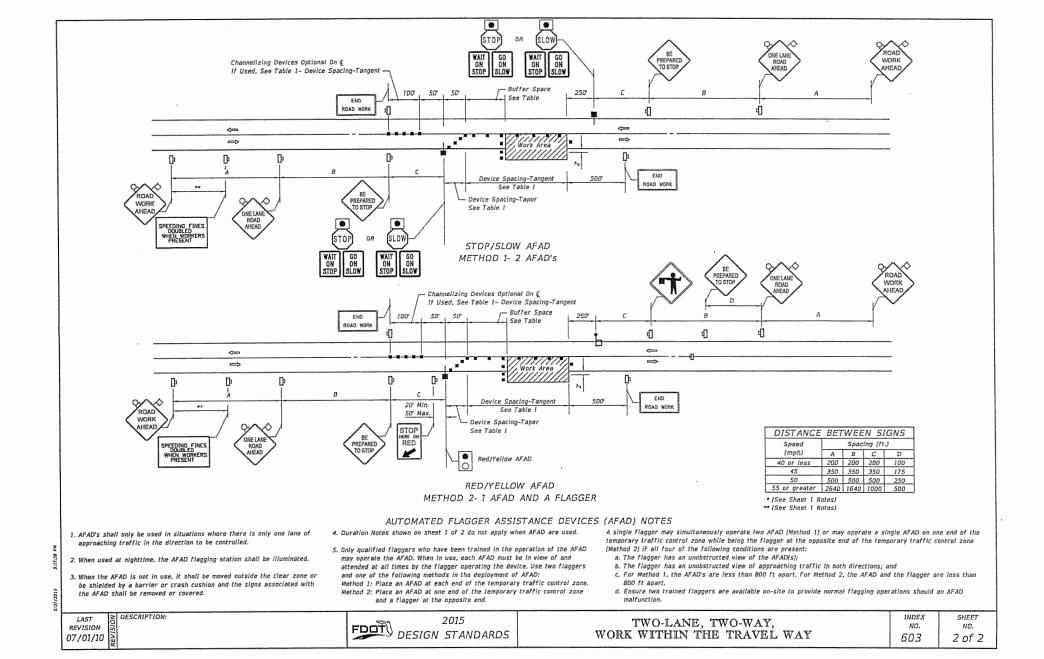
WHERE ANY VEHICLE, EQUIPMENT, WORKERS OR THEIR ACTIVITIES ENCROACH THE AREA BETWEEN THE CENTERLINE AND A LINE 2' OUTSIDE THE EDGE OF TRAVEL WAY.

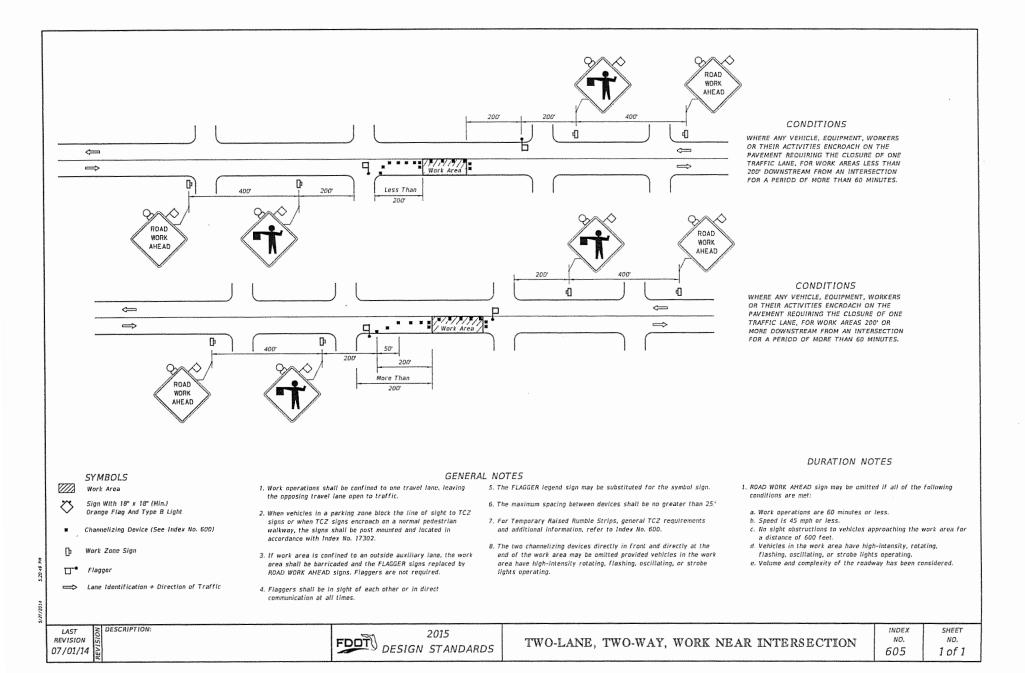
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REVISION
07/01/14

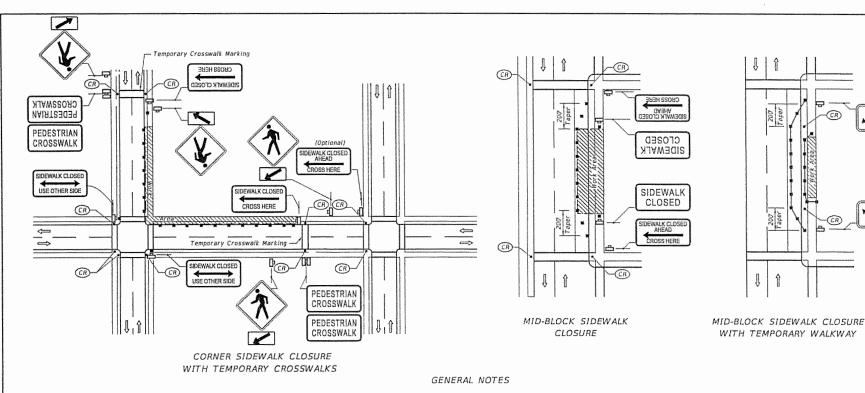
DESIGN STANDARDS

TWO-LANE, TWO-WAY, WORK WITHIN THE TRAVEL WAY

INDEX	SHEET
NO.	NO.
603	1 of 2







- 1. Only the signs controlling pedestrian flows are shown. Other work zone sions will be needed to control traffic on the streets.
- 2. For spacing of traffic control devices and general TCZ requirements refer to Index No. 600. Maximum spacing between barricades, vertical panels, drums or tubular markers shall not be greater than 25'.
- 3. Street lighting should be considered.
- 4. For nighttime closures use Type A flashing warning lights on barricades supporting signs and closing sidewalks. Use Type C steady-burn lights on channelizing devices separating the work area from vehicular traffic.
- 5. Pedestrian traffic signal display controlling closed crosswalks shall be covered or deactivated.
- 6. Post Mounted Signs located near or adjacent to a sidewalk shall have a 7' minimum clearance from the bottom of sign to the

- 7. When construction activities involve sidewalks on both sides of the street, efforts should be made to stage the construction so that both sidewalks are not out of service at the same time.
- 8. In the event that sidewalks on both sides of the street are closed, pedestrians shall be guided around the construction zone.
- 9. Temporary walkways shall be a minimum of 4' wide with a maximum 0.02 cross slope and a maximum 0.05 running slope between ramps. Temporary walkways less than 5' in width shall provide for a 5' x 5' passing space at intervals not to exceed 200', Temporary ramps shall meet the requirements for curb ramps specified in Index No. 304. Temporary walkway surfaces and ramps shall be stable, firm, slip resistant, and kept free of any obstructions and hazards such as holes, debris, mud, construction equipment, stored materials, etc.
- 10. Temporary ramps and temporary crosswalk markings shall be removed with reopening of the sidewalk, unless otherwise noted in the plans. All work and materials associated with constructing temporary curb ramps and temporary crosswalk markings, removal and disposal of temporary curb ramps and temporary crosswalk markings, and restoration to original condition shall be paid for as Maintenance of Traffic, Lump Sum.
- 11. A pedestrian longitudinal channelizing device shall be placed across the full width of the closed sidewalk.

CONDITIONS

WALKWAY PEDESTRIAN

PEDESTRIAN WALKWAY

WHERE ANY VEHICLE, EQUIPMENT WORKERS OR THEIR ACTIVITIES ENCROACH ON THE SIDEWALK FOR A PERIOD OF MORE THAN 60 MINUTES.

SYMBOLS



- Channelizing Device (See Index No. 600)
- h Work Zone Sign

Required Locations For Either Temporary CR Required Lucations .

Or Permanent Curb Ramps.

- ⇒ Lane Identification + Direction of Traffic
- Pedestrian Longitudinal Channelizing Device

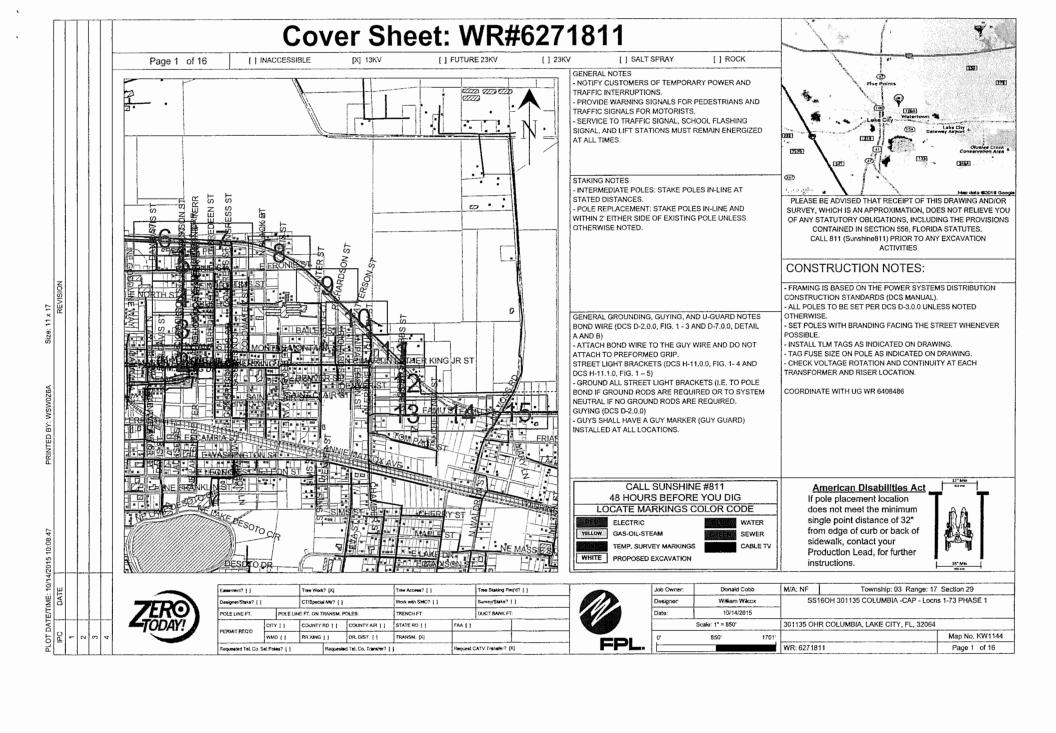
FDOT DESIGN STANDARDS

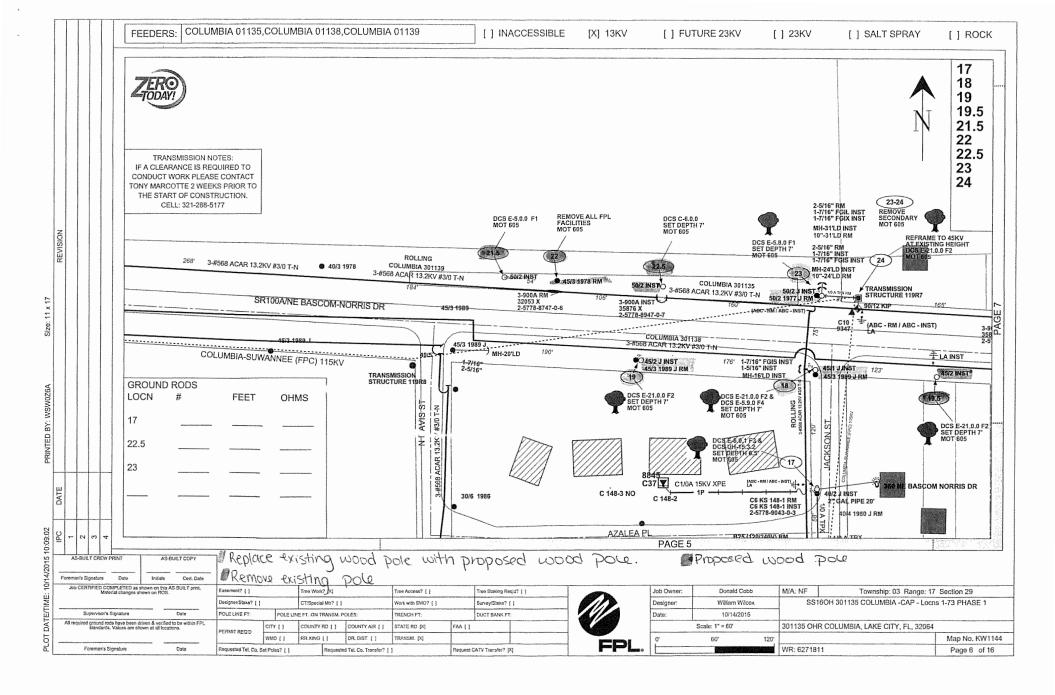
PEDESTRIAN CONTROL FOR CLOSURE OF SIDEWALKS

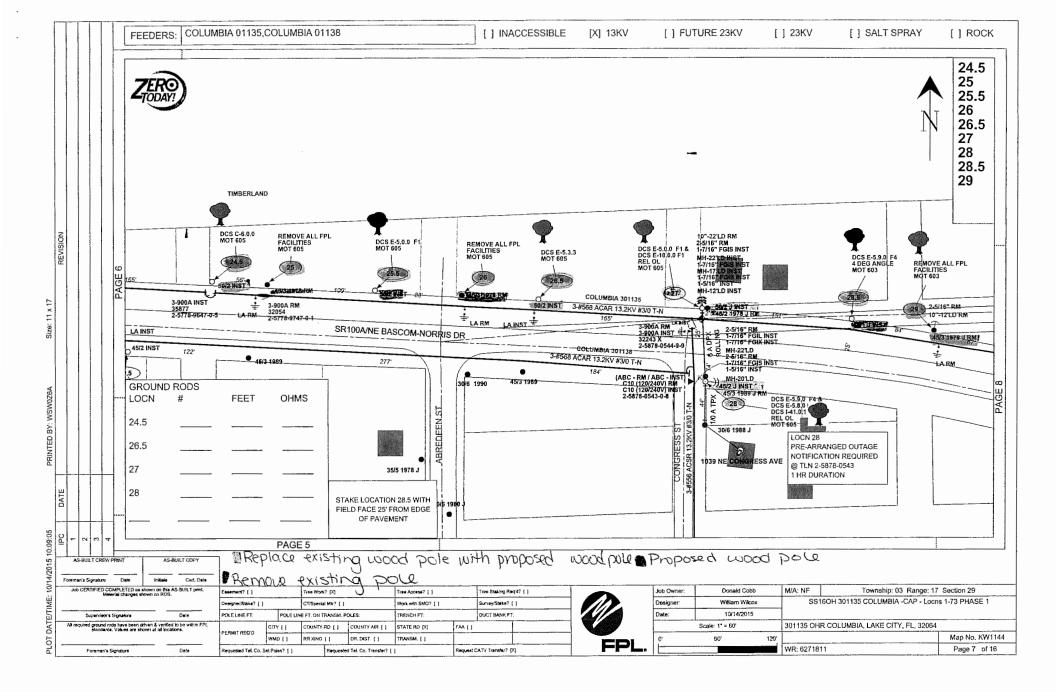
INDEX NO. 660

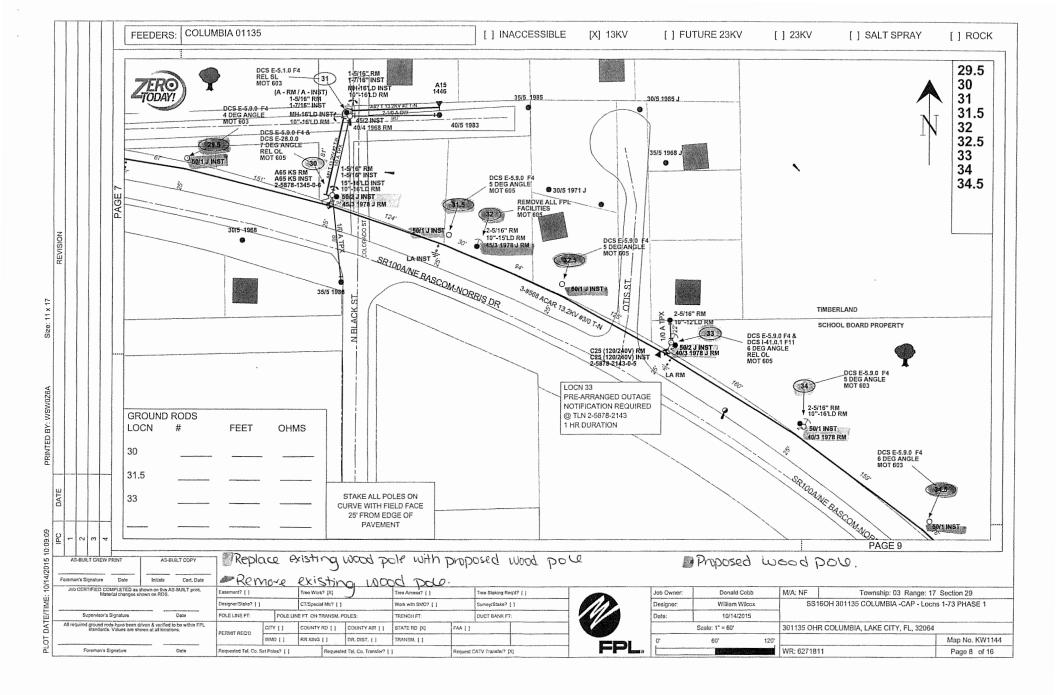
SHEET NO. 1 of 1

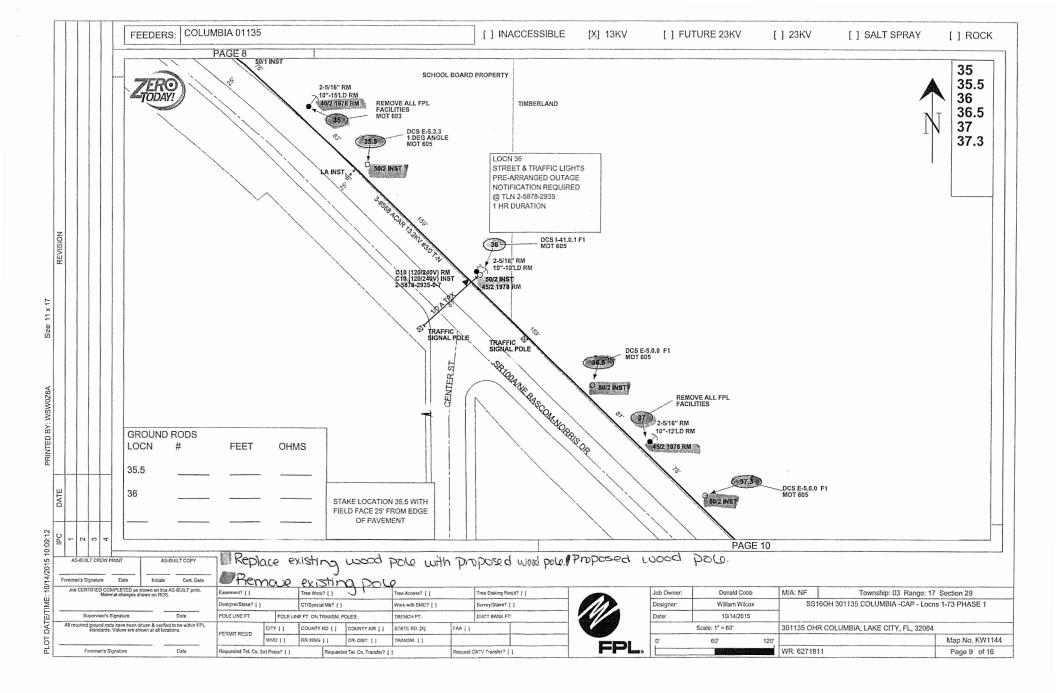
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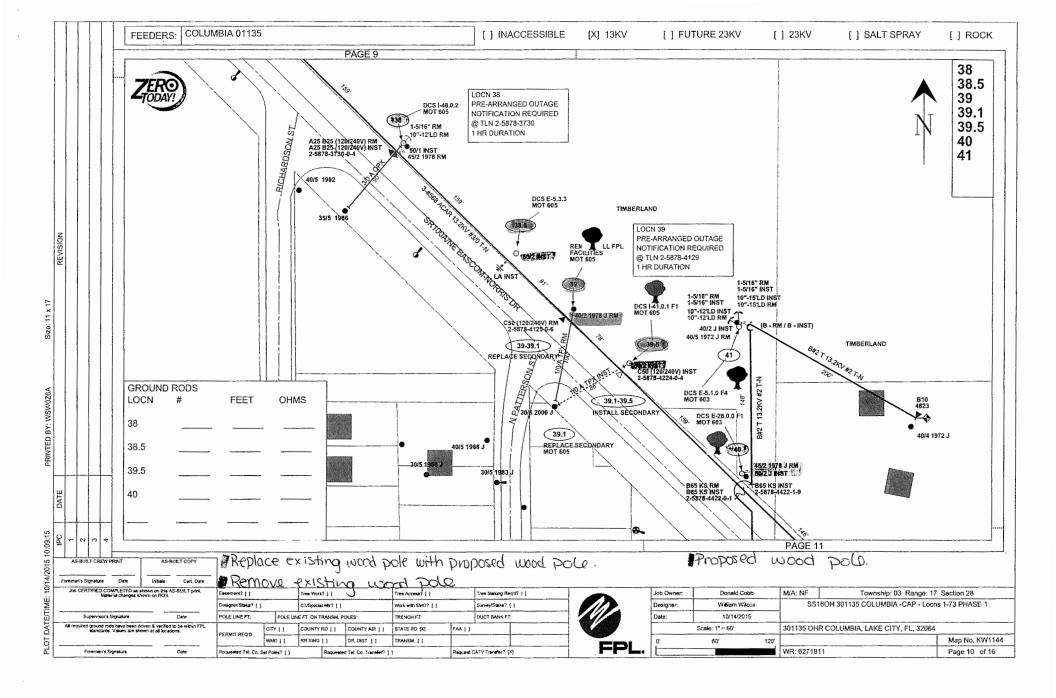


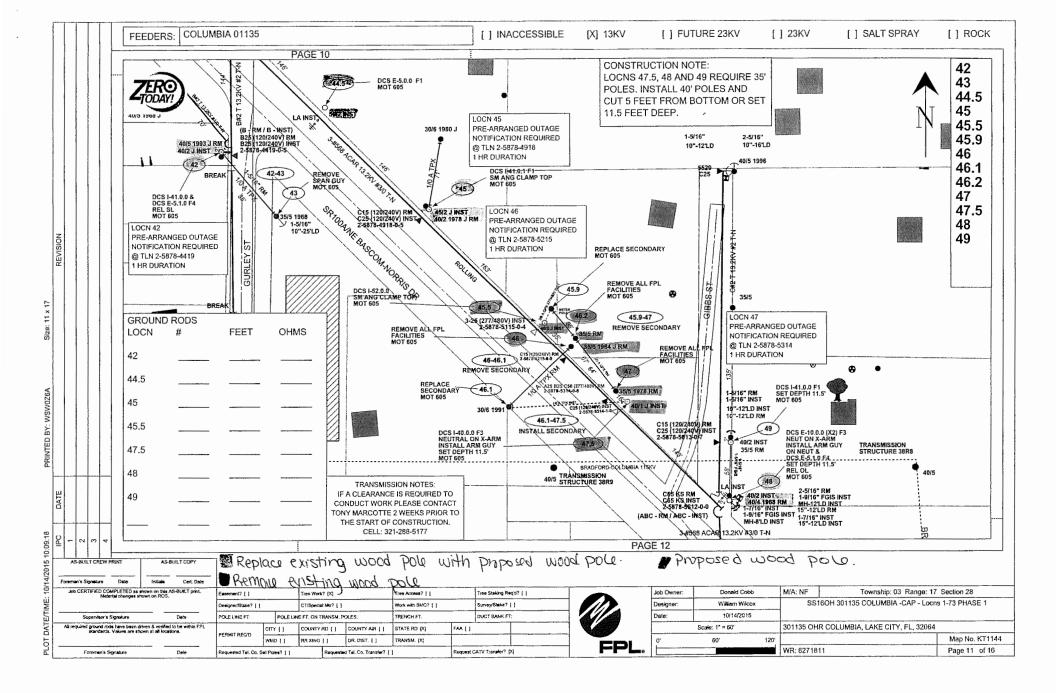


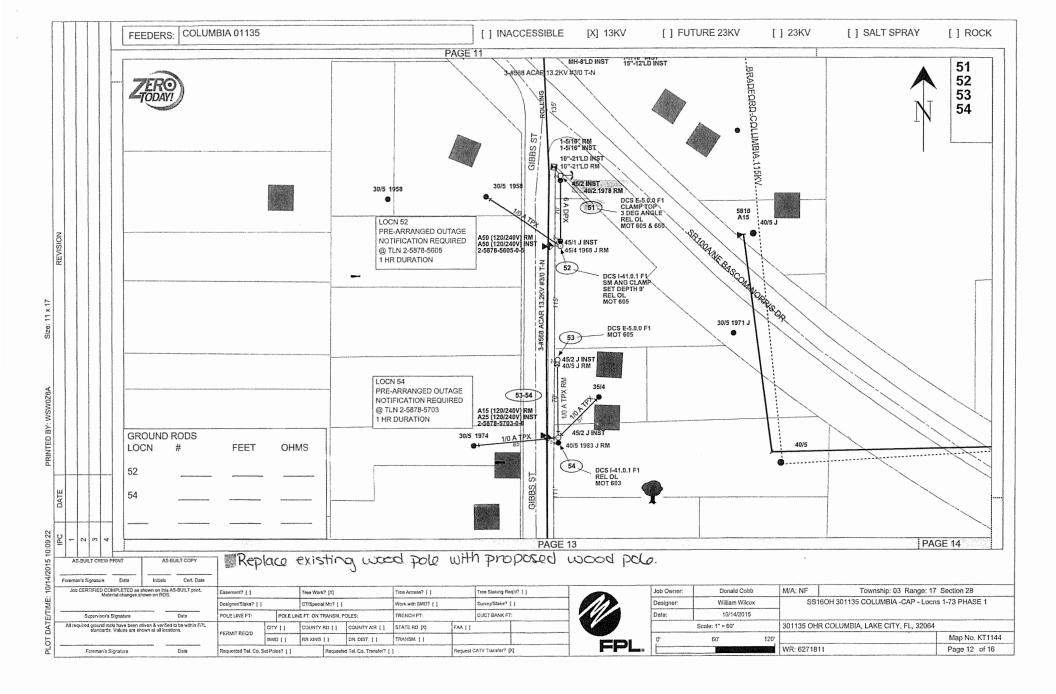


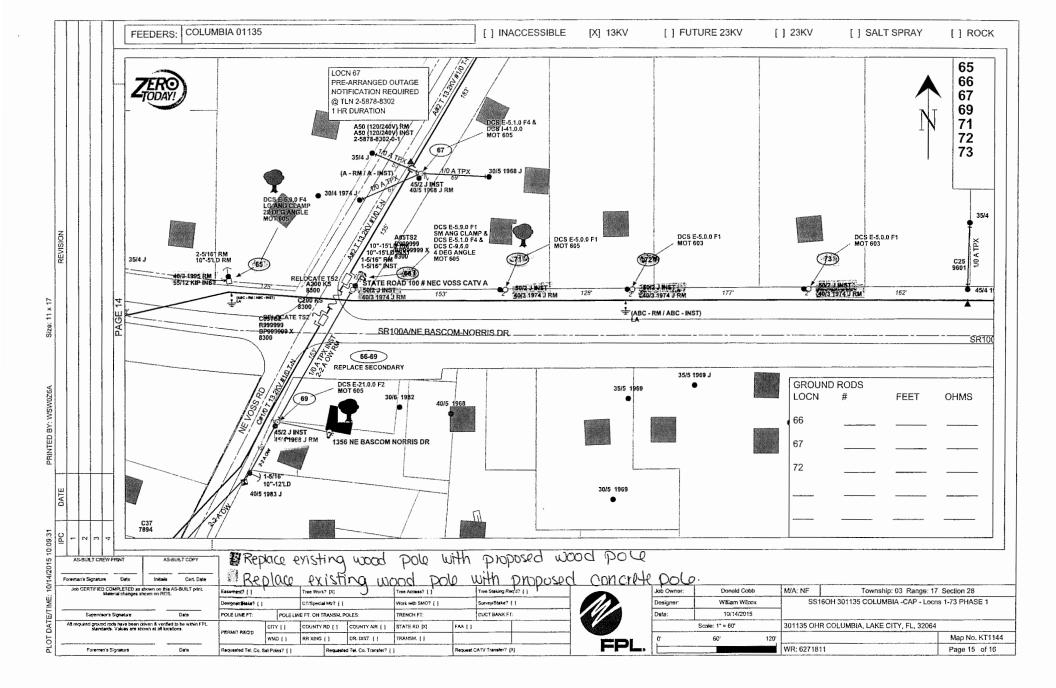












APPENDIX - CONSTRUCTION NOTES - PAGE 16

FPL Construction Symbols

- O PROPOSED WOOD POLE
- EXISTING WOOD POLE
- ☐ PROPOSED CONCRETE POLE
- EXISTING CONCRETE POLE
- --- PROPOSED OVERHEAD WIRE
 - EXISTING OVERHEAD WIRE
- ▼ PROPOSED TRANSFORMER
- **V** EXISTING TRANSFORMER
- ----) PROPOSED ANCHOR





O PROPOSED SPLICE BOX (5X10)

EXISTING SPLICE BOX (5X10)

OPROPOSED DISCONNECT SWITCH

EXISTING DISCONNECT SWITCH

						POL	E SE	TTING	DEPTH	S						
MIMUM P	OLE SE	TING	DEPT	HS IN	EARTH	1 / 600	D SOIL	(FT)	MINI	MUM PO	DLE S	ETTING	DEP	THS IN	ROCK*	
			CCI	NCRET	E POL	ES	WOOD POLES					CO	NCRET	E POL	ES	WOOD POLES
POLE	JAbe	Su	INC	ЖА	a KIP	CAST 12 KIP	WOOD		POLE LENGTH	TYPE	SU	ВIG	BIA	BH 8 KIP	CAST 12 KIP	WCOD
20	7				1		4.5		.20	6						4
25							5		25				<u></u>			4.5
30		7.5					5.5		30		6		1	!		5
35	7.5	7.5	9				6		35	6	6	7.5	<u> </u>			5.5
40		l	9	10	11.5		6.5		40			7.5	8	9.5		5.5
45			9	10	11.5	13	7		45			7.5	8.5	9.5	11	6
50			9.5	10	111.5	13.5	7		50			7.5	8.5	9.5	12	- 6
55			9,5		112	14	7.5		55			5		10	12	- 6
60					112	14	- 8	i	60	_			<u></u>	10	12	6.5
65					12	14	8.5		65			<u> </u>		10	12	6.5
70				ļ		14.5	9		70				ļ		12.5	
75						15	9.5		75			<u></u>			13	7.5
80			1	1		15	10		80						13	8
									• FOR S	OILS TH	AT AR	E 90:	RO	CK OR	HARD C	LAY.

TRANSMISSION NOTES:
IF A CLEARANCE IS REQUIRED TO CONDUCT
WORK PLEASE CONTACT TONY MARCOTTE 2
WEEKS PRIOR TO THE START OF
CONSTRUCTION.
CELL: 321-288-5177

NOTIFY COLUMBIA COUNTY FDOT 24 HRS PRIOR TO START OF CONSTRUCTION

	MATERIAL SUMMAI	RY
	40/2 40/1 45/2 45/1 50/2 50/1 50/IIIH 55/12Kip	8 1 24 5 22 7 1
	TX - 10KVA TX - 25KVA TX - 25KVA/277 TX - 50KVA	2 18 3 5
	DSW-STD DSW-LTD	15 3
	FS	34
	1 JOINT USE POLE REPLACED	THE PROPERTY OF THE PROPERTY O
ı		1

BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10-14-15</u>		Meeting Date: 11:	4 115
Name: Kevin Kirby	4	Department: Oper	ations
Division Manager's Signature	:_/		
1. Nature and purpose of age		nit	
		ALL AND ALL AN	
Attach any correspondence ir memorandums, etc.	nformation, docum	ents and forms for acti	on i.e., contract agreements, quotes,
2. Fiscal impact on current bu	ıdget.		
Is this a budgeted item?	☑ N/A		
	☐ Yes Accour	nt No.	
	☐ No Please I	ist the proposed budge	et amendment to fund this request
Budget Amendment Number:			
<u>FROM</u>		<u>TO</u>	<u>AMOUNT</u>

For Use of County Manger Only:

Consent Item [] Discussion Item

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date 10/13/15 Permit No	County Road SV	W Deputy Jeff Davis Ln S	ection No.
Permittee Comcast Cable_			
Address 5934 Richard St, Jacksonville,	FL 32216	_Telephone Number 904-	468-0123
Requesting permission from Columbia of Maintain Proposed CATV facilities SW SW Deputy Jeff Davis Ln/.PC:RF	Deputy Jeff Davis Ln(331)	236' underground CATV, 1	
FROM:	TO:		
Submitted for the Utility Owner by: -Bil	lie Lentes Agent for Comcas	ļ	10/13/15
Турс	ed Name & Title	Signature	Date
2. The Columbia County Public Works I again immediately upon completion of w located at 607 NW Quinten St, Lake City The PERMITTEE's employee responsible 904-468-0123 at the time of the 24 hour notice to starting and the starti	work. The Public Works Directly, FL	tor is Kevin Kirby Telephone Number is Robert Fransico	er 386-719-7565Telephone Number
3. This PERMITTEE shall commence as and shall be completed within 90 days date of permit approval, then PERMITT make sure no changes have occurred in t	s after permitted work has beg EE must review the permit w	gun. If the beginning date is ith the Columbia County P	more than 60 days from ablic Works Director to
4. The construction and maintenance of s	such utility shall not interfere	with the property and right	s of a prior
5. It is expressly stipulated that this perm			

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as

determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

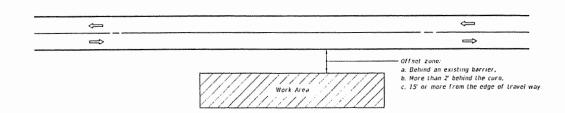
- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in execution of this permit acknowledges its present and continuing	ownership of its utilities located between
and	
11. Special instructions: Minimum cover ofthirty inches (30") wi be financially responsible for any damage to facilities with less the located within driveway ditches.	
12. Additional Stipulations:	
It is understand and agreed that commencement by the PERMIT binding nature of these specialist instructions.	TEE is acknowledgment and acceptance of the
Submitted By: Billie Lentes/Agent for Comcast Permittee	Place Corporate Seal
Signature and Title	Attested

Utilities Permit Page three Revised: 8/17/00

Recommended for Approval.
Signature:
Title: Ass Coonly MADACON
Date: 10-15-15
Approval by Board of County Commissioners, Columbia County, Florida:
YES() NO()
Date Approved:
Chairman's Signature:

haad 10-14-15



GENERAL NOTES

- If the work operation (excluding establishing and terminating the work area) requires that two or more work vehicles cross the offset zone in any one hour, traffic control will be in conformance with Index No. 602.
- 2 No special signing is required.
- 3 When a side road intersects the highway within the work area, additional TTC devices shall be placed in accordance with other applicable TCZ Indexes.
- 4 When construction activities encroach on a sidewalk refer to Index No. 660.
- 5. For general TCZ requirements and additional information, refer to Index No. 600.

CONDITIONS

WHERE ANY VEHICLE, EQUIPMENT, WORKERS AND THEIR ACTIVITIES ARE BEHIND AN EXISTING BARRIER, MORE THAN ? BEHIND THE CURB, OR 15' OR MORE FROM THE EDGE OF TRAVEL WAY.

LAST
LAST REVISION 07/01/05
07/01/03

DESCRIPTION:

SYMBOLS

Lane Identification + Direction of Traffic

FDOT DESIGN STANDARDS

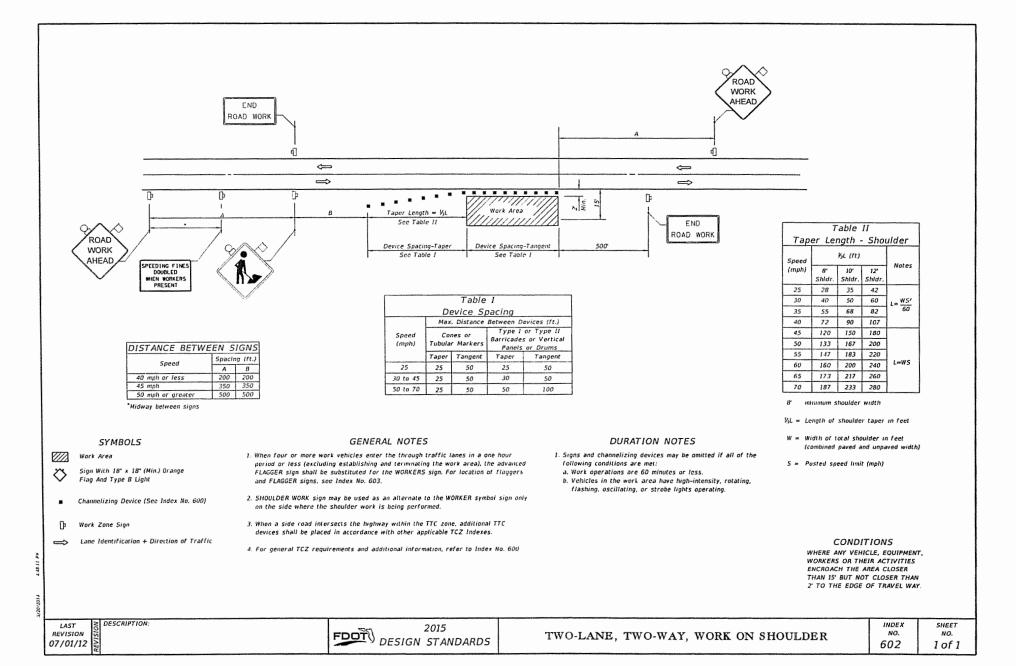
TWO-LANE, TWO-WAY, WORK OUTSIDE SHOULDER

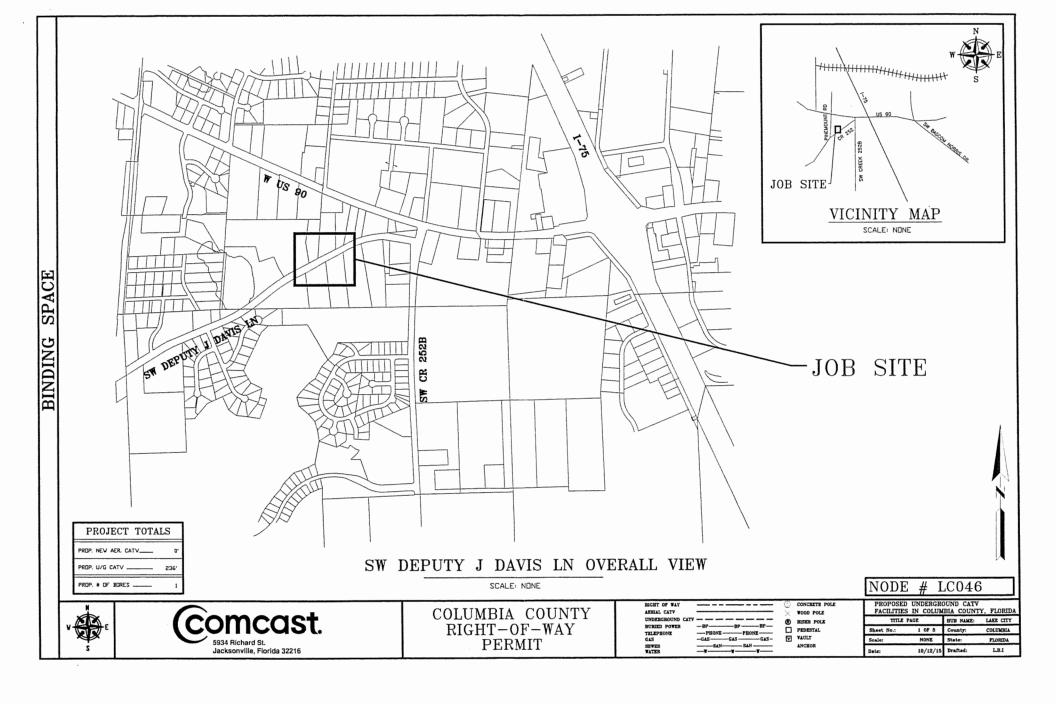
NO. 601 sнеет no. 1 of 1

76 (3.17.4

\$120,2011

la.





NOTES

ALL PROPOSED CONSTRUCTION WILL BE PER COLUMBIA COUNTY SPECIFICATIONS AS WELL AS ALL NESC SAFETY CODES.

ALL PROPOSED CATV WILL BE WITHIN THE COLUMBIA COUNTY RIGHT-OF-WAY.

ALL PROPOSED UNDERGROUND CATV WILL BE BURIED A MINIMUM OF 24' DEEP. EXCEPT BORES 48' DEEP.

ALL PROPOSED UNDERGROUND CATY ROAD BORES WILL USE CITY APPROVED DIRECTIONAL BORE MACHINE, AS WELL AS COUNTY APPROVED CONDUIT.

ALL PROPOSED CATY ROAD BORES WILL EXTEND A MINIMUM OF 4' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED CATV DRIVEWAY BORES WILL EXTEND A MINIMUM OF 2' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED AERIAL WILL BE .700' DIAMETER AND WILL BE LASHED TO .250' STEEL STRAND CABLE USING .125' STD. GALV. LASHING WIRE.

ALL PROPOSED AERIAL CATV CROSSING ROADWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 16'-0".

ALL PROPOSED AERIAL CATV CROSSING DRIVEWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 15'-6'.

LOCATES WILL BE REQUIRED IN ALL PROPOSED UNDERGROUND AREAS AT LEAST 48 HRS. PRIOR TO CONSTRUCTION.

NOTIFICATIONS TO ALL UTILITIES INVOLVED WILL BE MADE PRIOR TO CONSTRUCTION.

ALL UTILITIES LOCATED BY VISUAL INSPECTION, TO BE VERIFIED BY LOCATES

EOT REPRESENTS EDGE OF TRAVEL NOT TRUE EDGE OF PAVEMENT

E/P REPRESENTS THE TRUE EDGE OF PAVEMENT

EOD REPRESENTS THE EDGE OF DIRT

HAND DIG TRENCHES 36" DEEP ACROSS DIRT ROAD

USE CASE 1 MOT

RIGHT OF WAY		€	CONCRETE POLE
AERIAL CATV		X	WOOD POLE
UNDERGROUND CATV		R	RISER POLE
DOINED LONDIN	— BP — BP — BP — BP — PHONE —		PEDESTAL
	-GAS-GAS-GAS-	V	VAULT
CENTER	SAN		ANCHOR



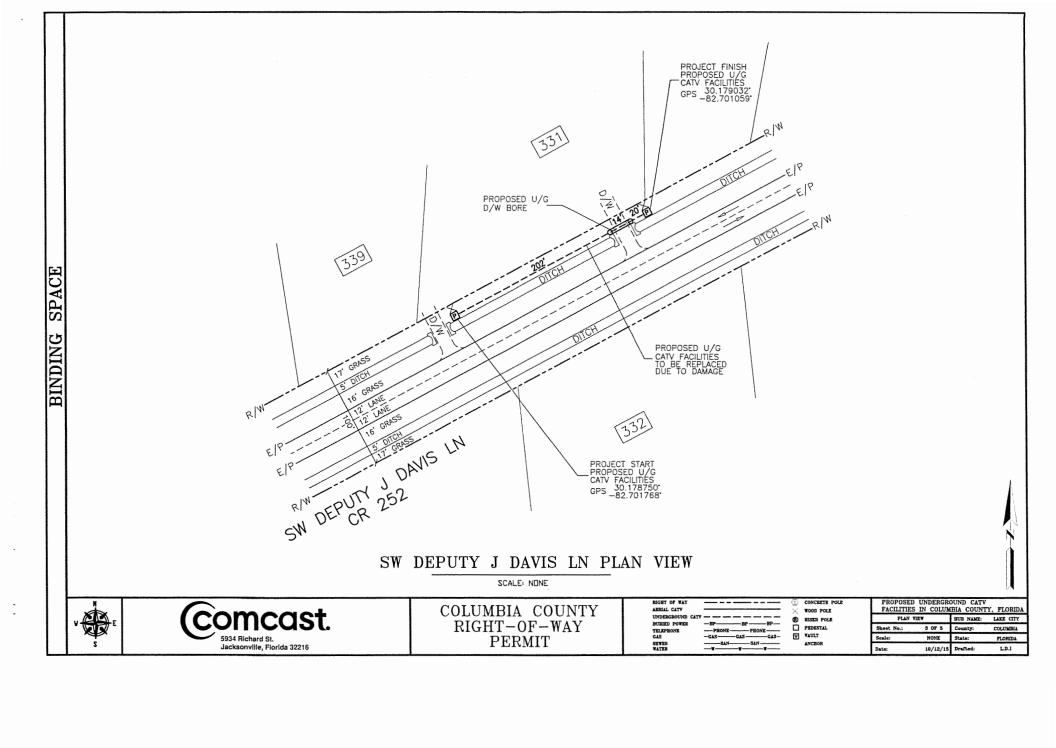


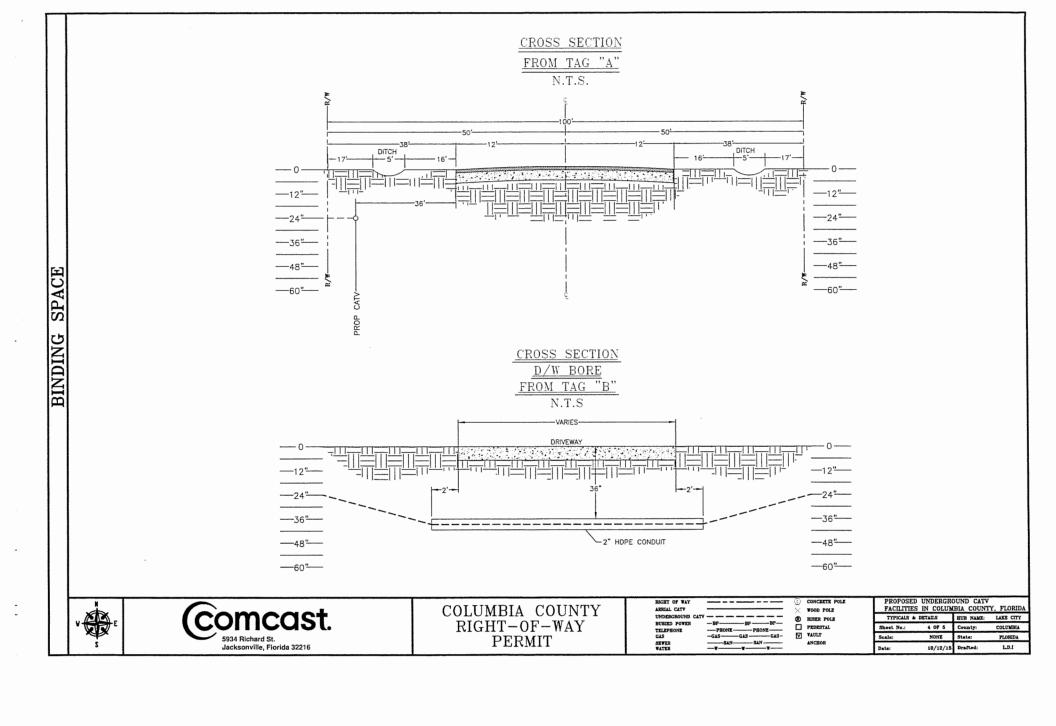
COLUMBIA COUNTY RIGHT-OF-WAY PERMIT WOOD POLE

B RISER POLE

ZER POLE
DESTAL
ULT
CHOR

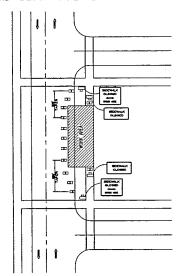
Date:	10/12/15	Drafted:	L.D.I
Scale:	NONE	State:	PLORIDA
Sheet No.:	2 OF 8	County:	COLUMBIA
NOTES		HUB NAME:	LAKE CITY
FACILITIES	IN COLUM	BIA COUNT	Y, FLORIDA
	UNDERGRO		





SW DEPUTY J DAVIS LN COUNTY PERMIT MOT CASES

MID-BLOCK SIDEWALK CLOSURE



GENERAL NOTES

- ON STREETS.

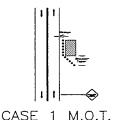
 TEMPORATY WALKWAYS SHALL BE A MEHMUM OF 4' WIDE AND KEPT
 FREE OF ANY OBSTRUCTIONS AND HAZARDS SUCH AS HOUES, DEBRIS,
 MUD, CONSTRUCTION EQUIPMENT, STORED MATERIALS AND ETC.

 (FOR DETAILS SEE INDEX 600)
- POST MOUNTED SIGNS LOCATED NEAR OR ADJACENT TO A SIDEWALK SHALL HAVE A 7' MIMMUM CLEARANCE FROM THE BOTTOM OF SIGN TO THE SIDEWALK.
- COLUMBIA COUNTY PROHBITS MIGBLOCK CROSSING OF PEDESTRAINS WHEN AN ALTERNATE ROUTE IS NOT FEASIBLE, CONTRACTOR SHALL PROMOE AN ADA COMPLIANT PEDESTRAIN PATHWAY THROUGH THE WORK ZONE WHEN SIDEMALY IS CLOSED.

CONDITIONS

WHERE ANY VECHILE, ECUIPMENT WORKERS OR THEIR ACTIVITIES ENCROACH ON THE SIDEWALK FOR A PERIOD OF MORE THAN 80 MINUTES

Shoulder Work (2'-15' From the Edge of Pavement) (Maintaining two-way traffic in two travel lanes)

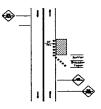


MINIMUM 11' MIDTH FOR EACH TOURGRAPH LANE. IF 11' CANNOT BE MAINTAINED, A CASE 3 MOT WUST BE USED.

(Maintaining Two-Way Traffic)

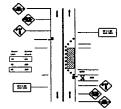
CASE 4 M.O.T.

Shoulder Work With Minor Encroachment (Within 2' of the Edge of Pavement)



CASE 2 M.O.T.

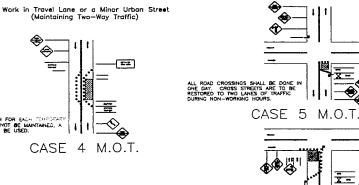
Lane Closure on a Two-Lane Road (Two Flagger Operation)



CASE 3 M.O.T.

A CASE 3 MOT SHALL ONLY BE IMPLEMENTED WHILE CONTRACTOR PERSONNEL ARE PRESENT. DURING OFF HOURS THIS MOT SHOULD BE REMOVED AND TWO LANES OF TRAFFIC RESTORED.

Lane Closure in Advance of an Intersection (Work Area on the Through Road)



LEGEND Ż ◈

ROAD TITE	DEFINICE BEWEEN SIGNEY			
	A	,	c	
(PEH (In sport)	100	100	100	_
(Descrit (high speed)	390	200	390	
RAL.	800	SEC .	980	_
Dervery/Francy	1,000	1,500	1.640	

TAPER LENGTH CRITERIA

THE OF THEM	DAMES TENDER (T).
METHORIC THREE	AT LEDIET L
SHITTING TANKS	AT LEAST C.S.
SHOULDER TAPER	AT LEVET 4.33%.
OHE LANE, THO SHIT TRAFFIC TAPER	100 PT. SAMBALM
DOMESTICAL THESE	18G FT PER LANE

MAINTENANCE OF TRAFFIC REQUIREMENTS

- onlymal streets, contractor must martain egisting signing. If signs are incentractor is required to replance of the activity, the contractor is required to replance or activity.
- ACCESS TO ALL STREETS AND DRIVENAYS TO BE MAINTAINED AT ALL TIMES

- CONTRACTOR SHALL HOTHLY TRAFFIC ENGINEERING DIVISION: A MINHUM OF 5 WORKING DAYS PRIOR TO IMPLEMENTATION OF THE M.O.T.

Jacksonville, Fl. 32216

COLUMBIA COUNTY, FL RIGHT-OF-WAY PERMIT SUBJECT:
PROPOSED UNDERGROUND
CATV FACILITIES
IN NODE LC046

COUNTY:	COLUMBIA
STATE:	FLORIDA
SHEET NO .:	5 OF 5
DATE:	10/12/15
NODE:	LC046
DRAFTED BY	: LDI

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY



AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>10-15-15</u>	Meeting Date:
Name: Kevin Kirby	Department: Operations
Division Manager's Signature: _	
1. Nature and purpose of agence	a item: Utility Permit
	·
Attach any correspondence infomemorandums, etc.	rmation, documents and forms for action i.e., contract agreements, quotes
2. Fiscal impact on current budg	et.
Is this a budgeted item?	✓ N/A
	☐ Yes Account No
	\square No Please list the proposed budget amendment to fund this request
Budget Amendment Number:	
FROM	<u>TO</u> <u>AMOUNT</u>

For Use of County Manger Only:

Consent Item [] Discussion Item

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date:	Permit No.	County Road CR 100A Section No.
Permittee	Florida Power & Light	NE Bascom-Norris
Address _	9001 Ellis Road, Melbourne F	Telephone Number 321-726-4886
		y, Florida, hereinafter called the County, to contract, operate and
	NE Cummings Rd.	TE WITH HEW CONTERE INTE AT THE COTHER OF MYS. MASCHIE-WOTT'S W
FROM:		TO:
Submitted	for the Utility Owner by: <u>sandra</u> Typed Nam	TO: Martin Permit Admin. Janua Martin 10/09/15 e & Title Signature Date
aerial and application	underground and the accurate local. Proposed work is within corporate	opplication it has determined the location of all existing utilities, both tions are shown on the plans attached hereto and made a part of this e limits of Municipality: YES() NO(*). If YES: LAKE CITY tion was mailed on to the following utility ied prior to construction
2. The Col	umbia County Public Works Direct	tor shall be notified twenty-four (24) hours prior to starting work and
located at		The Public Works Director is, Telephone Number r Maintenance of Traffic is (This name may be provided
The PERM	ITTEE's employee responsible for	r Maintenance of Traffic is
at the time	of the 24 hour notice to starting wo	rk.)
from date o Director to	of permit approval, then PERMITTE	construction in good faith withindays after issuance of permit, repermitted work has begun. If the beginning date is more than 60 days after issuance of permit with the Columbia County Public Works red in the transportation facility that would affect the permitted
4. The con		utility shall not interfere with the property and rights of a prior
		a license for permissive use only and that the placing of utilities upon oot operate to create or vest any property right in said holder.

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to b entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utiliti execution of this permit acknowledges its present and continuation St and	es in place and out of service, the PERMITT nuing ownership of its utilities located betw NE Goodvine Way	TEE, by veen _ within the
County's right of way as set forth above. PERMITTEE, as it service utilities whenever Columbia County Public Works D is in the public interest.	s sole expense, shall promptly remove said	out of
11. Special instructions: Minimum cover of thirty inches (30 will not be financially responsible for any damage to facilitie not be located within driveway ditches.		
12. Additional Stipulations:		
It is understand and agreed that commencement by the PERI binding nature of these specialist instructions.	MITTEE is acknowledgment and acceptance	ee of the
Submitted By: Permittee	Place Corporate Seal	

Signature and Title

Attested

Utilities Permit Page three Revised: 8/17/00

Recommend	ed for Approval:
Signature:	166
Title:	Ass Comy Mystail
Date:	10-12-14
Approval by	Board of County Commissioners, Columbia County, Florida
YES ()	NO ()
Date Appro	ved:
Chairman's	Signature:

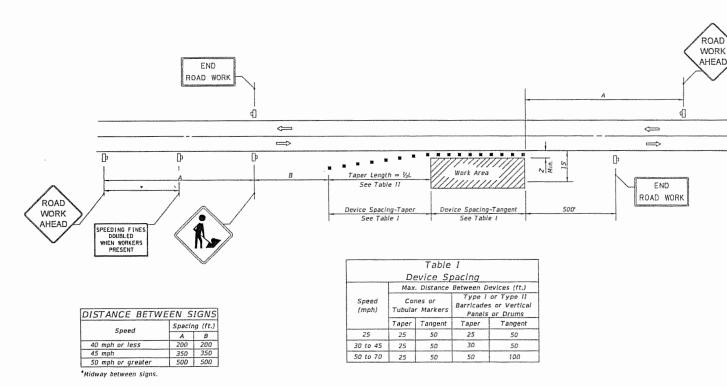
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nefe

PRINTED BY: cimocife

T DATE/TIME: 10/08/2015 11:00:20





1/3L	200	Le

- minimum shoulder width ength of shoulder taper in feet
- W = Width of total shoulder in feet (combined paved and unpaved width)

Table II

Taper Length - Shoulder

YaL (ft)

10" 12.

35 42

50 60

68 82

90

150 180

167 200

183 220

200 240

233 280

Shldr.

28

40

55

72

120

133

160

173 217 260

187

Shidr. Shidr.

107

L=WS

Speed

(mph)

25

30

35

40

45

55

60

65

70

S = Posted speed limit (mph)

period or less (excluding establishing and terminating the work area), the advanced FLAGGER sign shall be substituted for the WORKERS sign. For location of flaggers and FLAGGER signs, see Index No. 603.

GENERAL NOTES

1. When four or more work vehicles enter the through traffic lanes in a one hour

- 2. SHOULDER WORK sign may be used as an alternate to the WORKER symbol sign only on the side where the shoulder work is being performed.
- 3. When a side road intersects the highway within the TTC zone, additional TTC devices shall be placed in accordance with other applicable TCZ indexes.
- 4. For general TCZ requirements and additional information, refer to Index No. 600.

- **DURATION NOTES** 1. Signs and channelizing devices may be omitted if all of the following conditions are met:
- a. Work operations are 60 minutes or less,
- b. Vehicles in the work area have high-intensity, rotating, flashing, oscillating, or strobe lights operating.

CONDITIONS

WHERE ANY VEHICLE, EQUIPMENT, WORKERS OR THEIR ACTIVITIES ENCROACH THE AREA CLOSER THAN 15' BUT NOT CLOSER THAN 2' TO THE EDGE OF TRAVEL WAY.

LAST
REVISION
07/01/15

SYMBOLS

DESCRIPTION:

Channelizing Device (See Index No. 600)

Lane Identification + Direction of Traffic

Work Area

Work Zone Sign

2016 FDOT DESIGN STANDARDS

TWO-LANE, TWO-WAY, WORK ON SHOULDER

INDEX NO. 602

SHEET NO. 1 of 1

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 20, 2015	·	Meeting Date: November 19, 2015	
Name: Kevin Kirby		Department: Operations	
Division Manager's Signature:	_/L_		
1. Nature and purpose of agenda			
			MANAGEMENT OF THE PARTY OF THE
Attach any correspondence info memorandums, etc.	rmation, documer	ts and forms for action i.e., contract agreem	ents, quotes
2. Fiscal impact on current budg	et.		
Is this a budgeted item?	☑ N/A		
	☐ Yes Account	No	
	☐ No Please list	the proposed budget amendment to fund the	nis request
Budget Amendment Number:		_	
FROM		<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date 10/14/15 Permit No	County Road SE Myrtis Durtch Terr	Section No.
Permittee Comcast Cable_		
Address 5934 Richard St, Jacksonville, FL 32216	Telephone Number	904-468-0123
Requesting permission from Columbia County, Flor Maintain Proposed CATV facilities SE Myrtis Durte Durteh Terr/.PC:RF	ch Terr(393) 2720' aerial CATV, Nod	
FROM:	TO	
Submitted for the Utility Owner by: -Billie Lantes/	Agent for Comcast	10/14/15
Typed Name &	Title Signature	Date
Permittee declares that prior to filing this applicat and underground and the accurate locations are shown Proposed work is within corporate limits of Municip () FORT WHITE (). A letter of notification was made owners AT&T, FPL, TecoGas	vn on the plans attached hereto and manality: YES (X) NO (). If YES: LAKE illed on 10/14/15	ade a part of this application. E CITYto the following utility
2. The Columbia County Public Works Director sha again immediately upon completion of work. The Pu		
located at 607 NW Quinten St, Lake City, FL	Telephone 1	Number 386-719-7565
The PERMITTEE's employee responsible for Maint 904-468-0123 at the time of the 24 hour notice to starting work.)	enance of Traffic is Robert Fransico(This name	Telephone Number may be provided
3. This PERMITTEE shall commence actual construent and shall be completed within 90 days after permit date of permit approval, then PERMITTEE must reverse make sure no changes have occurred in the transport	action in good faith within _30_ days a tted work has begun. If the beginning view the permit with the Columbia Cou	after issuance of permit, date is more than 60 days from anty Public Works Director to
4. The construction and maintenance of such utility sperMITTEE.	shall not interfere with the property an	d rights of a prior
5. It is expressly stipulated that this permit is a licens property pursuant to this permit shall not operate to o		
6. Pursuant to Section 337-403(1), Florida Statutes,	whenever necessary for the construction	n, repair, improvement,

maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as

determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to b entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE ofthe aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in execution of this permit acknowledges its present and continuing	ownership of its utilities located between		
and			
11. Special instructions: Minimum cover ofthirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inches (30") cover. Cables shall not be located within driveway ditches.			
12. Additional Stipulations:			
It is understand and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.			
Submitted By: Billie Lentes/Agent for Comcast Permittee	Place Corporate Seal		
Signature and Title	Attested		

Utilities Permit Page three Revised: 8/17/00

Recommended for	Approval:	
Signature:	_/k//_	
Title:	Ass Co	my MARGER
Date:		8
Approval by Board of County Commissioners, Columbia County, Florida:		
YES()	NO ()	
Date Approved:		
Chairman's Signature:		

March 15

DEFINITIONS

Regulatory Speed (In Work Zones)

The maximum permitted travel speed posted for the work zone is indicated by the regulatory speed limit signs. The work zone speed must be shown or noted in the plans. This speed should be used as the minimum design speed to determine runout lengths, departure rates, flare rates, lengths of need, clear zone widths, taper lengths, crash cushion requirements, marker spacings, superelevation and other similar features.

Advisory Speed

The maximum recommended travel speed through a curve or a hazardous area.

Travel Way

The portion of the roadway for the movement of vehicles. For traffic control through work zones, travel way may include the temporary use of shoulders and any other permanent or temporary surface intended for use as a lane for the movement of vehicular traffic.

- a. Travel Lane: The designated widths of roadway pavement marked to carry through traffic and to separate it from opposing traffic or traffic occupying
- b. Auxiliary Lane: The designated widths of roadway pavement marked to separate speed change, turning, passing and climbing maneuvers from through traffic.

Detour, Lane Shift, and Diversion

A detour is the redirection of traffic onto another roadway to bypass the temporary traffic control zone. A lane shift is the redirection of traffic outp a different section of the permanent pavement. A diversion is the redirection of traffic onto a temporary roadway, usually adjacent to the permanent roadway and within the limits of the right of way.

Above Ground Hazard

An above ground hazard is any object, material or equipment other than traffic control devices that encroaches upon the travel way or that is located within the clear zone which does not meet the Department's safety criteria, i.e. anything that is greater than 4" in height and is firm and unyielding or doesn't meet breakaway requirements.

TEMPORARY TRAFFIC CONTROL DEVICES

All temporary traffic control devices shall be on either the Department's Qualified Product List (QPL) or the Department's Approved Products List (APL). Ensure the appropriate QPL or APL number is permanently marked on the device in a readily visible location

All temporary traffic control devices shall be removed as soon as practical when they are no longer needed. When work is suspended for short periods of time. temporary traffic control devices that are no longer appropriate shall be removed

Arrow Boards, Portable Changeable Message Signs, Radar Speed Display Trailer, Portable Regulatory Signs, and any other trailer mounted device shall be delineated with a temporary traffic control device placed at each corner when in use and shall he moved outside the travel way and clear zone or be shielded by a barrier or crash cushion when not in use.

PEDESTRIAN AND BICYCLIST

When an existing pedestrian way or bicycle way is located within a traffic control work zone, accommodation must be maintained and provision for the disabled must be provided.

Only approved pedestrian longitudinal channelizing devices may be used to delineate a temporary traffic control zone pedestrian walkway.

Advanced notification of sidewalk closures and marked detours shall be provided by appropriate sions

OVERHEAD WORK

Work is only allowed over a traffic lane when one of the following

OPTION 1 (OVERHEAD WORK USING A MODIFIED LANE CLOSURE)

Overhead work using a modified lane closure is allowed if all of the following conditions are met:

- a. Work operation is located in a signalized intersection and limited to signals, signs, lighting and utilities
- b. Work operations are 60 minutes or less.
- c. Speed limit is 45 mph or less.
- d. Aerial lift equipment in the work area has high-intensity, rotating, flashing, oscillating, or strope lights operating.
- c. Aerial lift equipment is placed directly below the work area to close the
- f. Traffic control devices are placed in advance of the vehicle/equipment closing the lane using a minimum 100 foot taper.
- g. Volume or complexity of the roadway may dictate additional devices, signs, flagmen and/or a traffic control officer.

OPTION 2 (OVERHEAD WORK ABOVE AN OPEN TRAFFIC LANE)

Overhead work above a open traffic lane is allowed if all of the following conditions are met:

- a. Work operation is located on a utility pole, light pole, signal pole, or their appurtenances.
- b. Work operations are 60 minutes or less.
- c. Speed limit is 45 mph or less.
- d. No encroachment by any part of the work activities and equipment within an area bounded by 2 feet outside the edge of travel way and 18 feet high
- e. Acrial lift equipment in the work area has high-intensity, retating, flashing, oscillating, or strobe lights operating.
- f. Volume or complexity of the roadway may dictate additional devices, sions, flagmen and/or a traffic control officer.
- g. Adequate precautions are taken to prevent parts, tools, equipment and other objects from falling into open lanes of traffic.
- h. Other Governmental Agencies, Rail facilities, or Codes may require a greater clearance. The greater clearance required prevails as the rule.

OPTION 3 (OVERHEAD WORK ADJACENT TO AN OPEN TRAFFIC LANE)

Overhead work adjacent to an open traffic lane is allowed if all of the following conditions are met:

- a. Work operation is located on a utility pole, light pole, signal pole, or their appurtenances.
- h Work operations are 1 day or less.
- c. Speed limit is 45 moh or less.
- d. No encroachment by any part of the work activities and equipment within
- 2 foot from the edge of travelway up to 18' height. Above 18' in height, no encroachment by any part of the work activities
- and equipment over the open traffic lane (except as allowed in Option 2 for work operations of 60 minutes or less).
- e. Aerial lift equipment in the work area has high-intensity, rotating, flashing, oscillating, or strobe lights operating.
- f. Volume or complexity of the roadway may dictate additional devices, signs, flagmen and/or a traffic control officer g. Adequate precautions are taken to prevent parts, tools, equipment and
- other objects from falling into open lanes of traffic. h. Other Governmental Agencies, Rail Facilities, or Codes may require a
- greater clearance. The greater clearance required prevails as the rule.

OVERHEAD WORK CONTINUED

OPTION 4 (OVERHEAD WORK MAINTAINING TRAFFIC WITH NO ENCROACHMENT BELOW THE OVERHEAD WORK AREA)

Traffic shall be detoured, shifted, diverted or paced as to not encroach in the area directly below the overhead work operations in accordance with the appropriate standard index drawing or detailed in the plans. This option applies to, but not limited to, the following construction activities.

- a Beam, girder, segment, and bent/pier cap placement
- Form and falsework placement and removal.
- c. Concrete placement.
- d. Railing construction located at edge of deck.
- e. Structure demolition

OPTION 5 (CONDUCTOR/CABLE PULLING ABOVE AN OPEN TRAFFIC LANE)

Overhead cable and/or de-energized conductor installations initial pull to proper tension shall be done in accordance with the appropriate Standard Index or temporary traffic control plan.

Continuous pulling operations of secured cable and/or conductors are allowed over open lane(s) of traffic with no encroachment by any part of the work activities, materials or equipment within the minimal vertical clearance above the travel way. The utility shall take precautions to ensure that pull ropes and conductors/cables at no time fall below the minimum vertical clearance

On Limited Access facilities, a site specific temporary traffic control plan is required. The temporary traffic control plan shall include

- a. The temporary traffic control set up for the initial pulling of the pull rape across the roadway.
- b. During pulling operations, advance warning consisting of no less than a Changeable Message Sign upstream of the work area with alternating messages. "Overhead Work Ahead" and "Be Prepared to Stop" followed by a traffic control officer and police vehicle with blue lights flashing during the pulling operation,

RAILROADS

Railroad crossings affected by a construction project should be evaluated for traffic controls to reduce queuing on the tracks. The evaluation should include as a minimum traffic volumes, distance from the tracks to the intersections, lane closure or taper locations, signal timing, etc.

SIGHT DISTANCE

Tapers: Transition tapers should be obvious to drivers. If restricted sight distance is a problem (e.g., a sharp vertical or horizontal curve), the taper should begin well in advance of the view obstruction. The beginning of tapers should not be hidden behind

Intersections: Traffic control devices at intersections must provide sight distances for the road user to perceive potential conflicts and to traverse, the intersection safely Construction equipment and materials shall not restrict intersection sight distance.

ABOVE GROUND HAZARD

Above ground hazards (see definitions) are to be considered work areas during working hours and treated with appropriate work zone traffic control procedures. During nonworking hours, all objects, materials and equipment that constitute an apove ground hazard must be stored/placed outside the travel way and clear zone or be shielded by a barrier or crash cushion

For above ground hazards within a work zone the clear zone required should be based on the regulatory speed posted during construction.

OVERHEAD WORK CONTINUED...

DESCRIPTION

REVISION 07/01/13

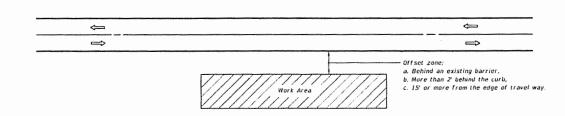


FDOT 2014 DESIGN STANDARDS GENERAL INFORMATION FOR TRAFFIC CONTROL THROUGH WORK ZONES

INDEX NO.

SHEET 2 of 13

600



GENERAL NOTES

- 1. If the work operation (excluding establishing and terminating the work area) requires that two or more work vehicles cross the offset zone in any one hour, traffic control will be in conformance with Index No. 602.
- 2. No special signing is required.
- 3. When a side road intersects the highway within the work area, additional TTC devices shall be placed in accordance with other applicable TCZ Indexes.
- 4. When construction activities encroach on a sidewalk refer to Index No. 660.
- 5. For general TCZ requirements and additional information, refer to Index No. 600.

CONDITIONS

WHERE ANY VEHICLE, EQUIPMENT, WORKERS AND THEIR ACTIVITIES ARE BEHIND AN EXISTING BARRIER. MORE THAN 2' BEHIND THE CURB, OR 15' OR MORE FROM THE EDGE OF TRAVEL WAY.

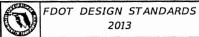
DESCRIPTION:

SYMBOLS

Lane Identification + Direction of Traffic

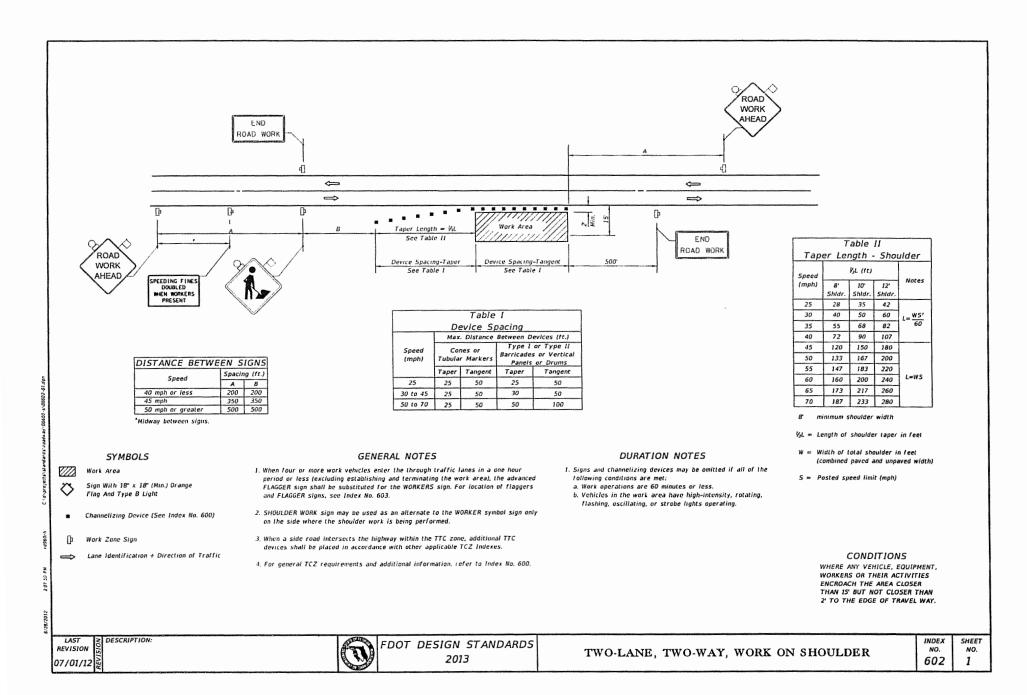
Work Area

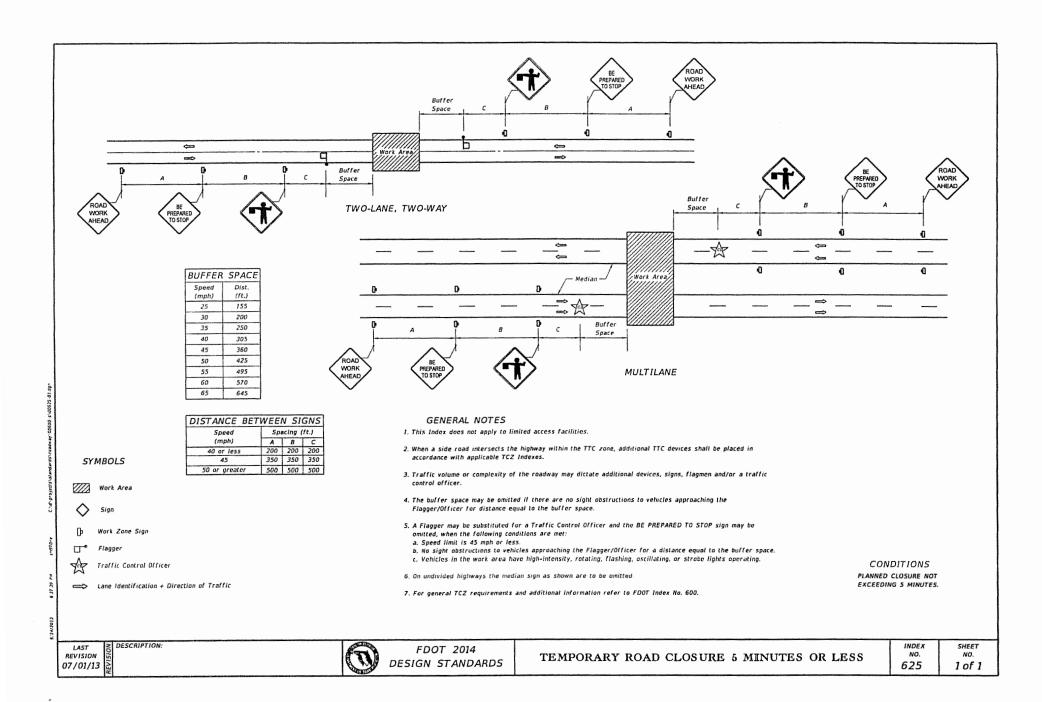
REVISION 07/01/05 핥

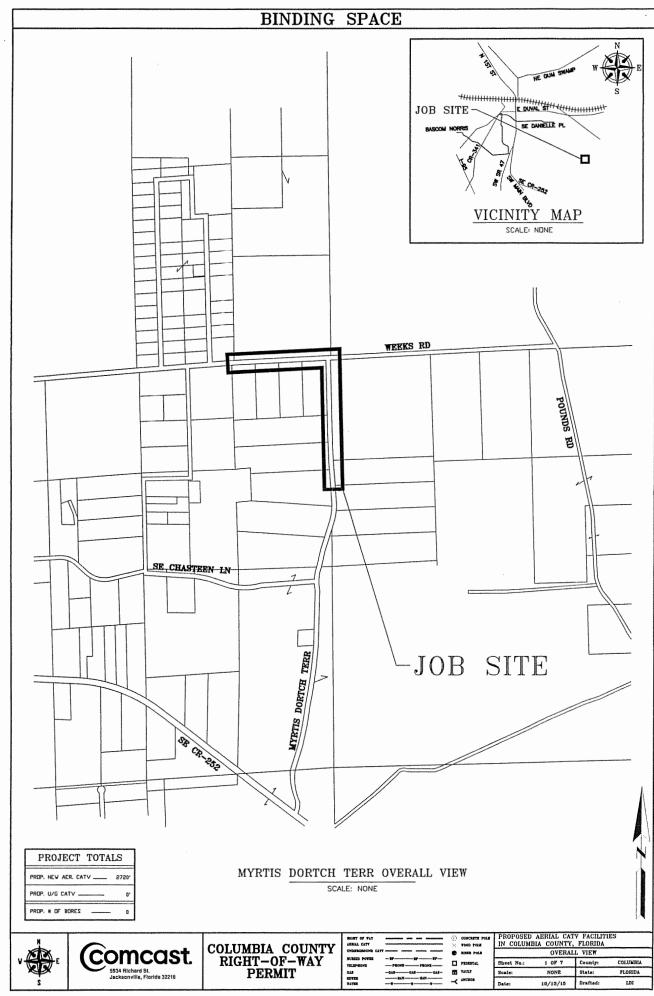


TWO-LANE, TWO-WAY, WORK OUTSIDE SHOULDER

SHEET NO. 601









NOTES

ALL PROPOSED CONSTRUCTION WILL BE PER COLUMBIA COUNTY SPECIFICATIONS AS WELL AS ALL NESC SAFETY CODES.

ALL PROPOSED CATV WILL BE WITHIN THE COLUMBIA COUNTY RIGHT-OF-WAY.

ALL PROPOSED UNDERGROUND CATV WILL BE BURIED A MINIMUM OF 24' DEEP. EXCEPT BORES 48' DEEP.

ALL PROPOSED UNDERGROUND CATV ROAD BORES WILL USE CITY APPROVED DIRECTIONAL BORE MACHINE, AS WELL AS COUNTY APPROVED CONDUIT.

ALL PROPOSED CATV ROAD BORES WILL EXTEND A MINIMUM OF 4' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED CATV DRIVEWAY BORES WILL EXTEND A MINIMUM OF 2' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED AERIAL WILL BE .700° DIAMETER AND WILL BE LASHED TO .250° STEEL STRAND CABLE USING .125° STD. GALV. LASHING WIRE.

ALL PROPOSED AERIAL CATV CROSSING ROADWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 16'-0'.

ALL PROPOSED AERIAL CATV CROSSING DRIVEWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 15'-6'.

LOCATES WILL BE REQUIRED IN ALL PROPOSED UNDERGROUND AREAS AT LEAST 48 HRS. PRIOR TO CONSTRUCTION.

NOTIFICATIONS TO ALL UTILITIES INVOLVED WILL BE MADE PRIOR TO CONSTRUCTION.

E/P REPRESENTS THE TRUE	ALL UTILITIES LOCATED
EDGE OF PAVEMENT	BY VISUAL INSPECTION, TO
EOD REPRESENTS THE	BE VERIFIED BY LOCATES
EDGE OF DIRT	EOT REPRESENTS EDGE OF
HAND DIG TRENCHES 36"	
DEEP ACROSS DIRT ROAD	EDGE OF PAVEMENT

USE CASE 1 MOT

RIGHT OF WAY		(c)	CONCRETE POLE
AERIAL CATV		\times	WOOD POLE
UNDERGROUND CATV		R	RISER POLE
BURIED POWER	—BP——BP——BP—	ř	
TELEPHONE	PHONEPHONE		PEDESTAL
GAS	-GASGAS-GAS-	V	VAULT
SEWER	SANSAN		ANCHOR
WATER	—		



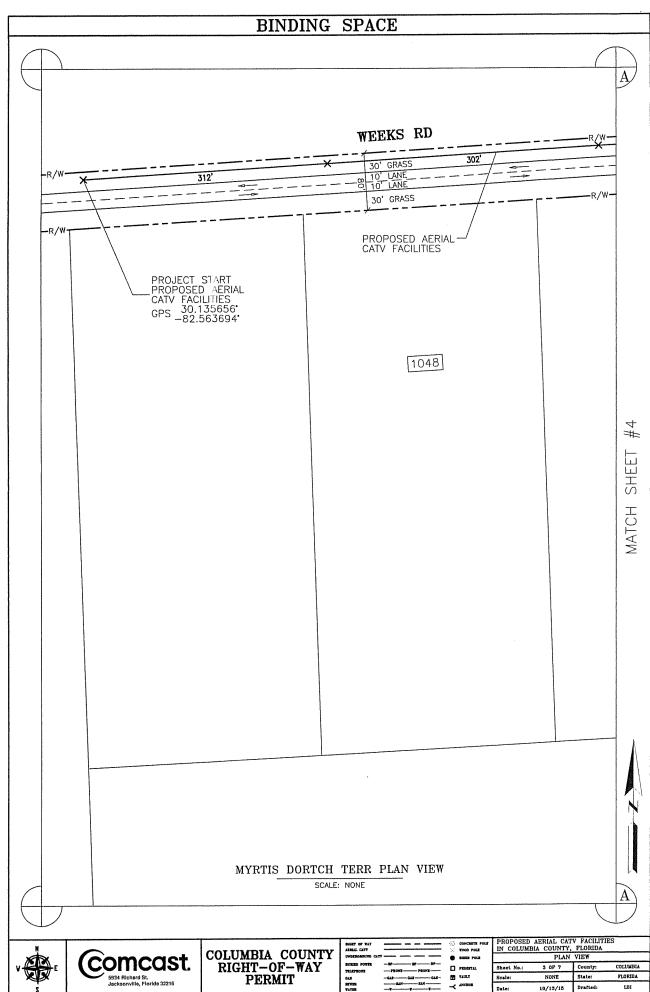
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BIGHT OF VAY		-(
ARMIAL CATY		-
UNDERSCHOOLS CT	7	-
BURER POWER	- k7	
TELEPHONE	PRONE PRONE	1
CAS	-C15	1

NOTES			
Sheet No.:	2 OF 7	County:	COLUMBIA
Scale:	NONE	State:	FLORIDA
Date:	10/13/15	Drafted:	LDI





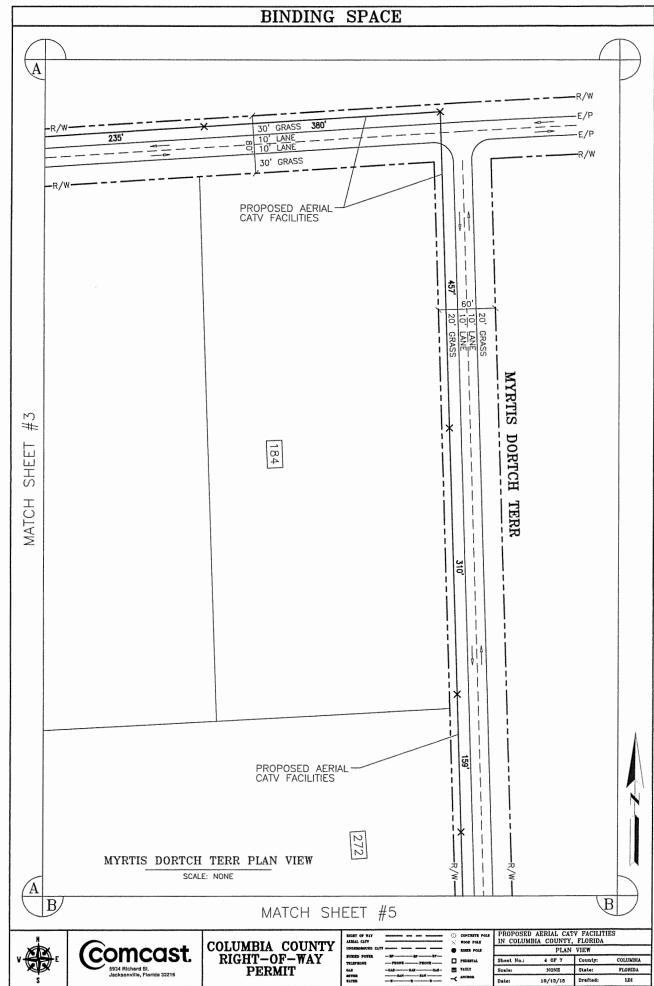


PERMIT

RIGHT OF WAY	
UNDERGROUND CATY	
BURES POTES	-u-u-u-u-u-
TELEPHONE	
GAS	

10/13/15

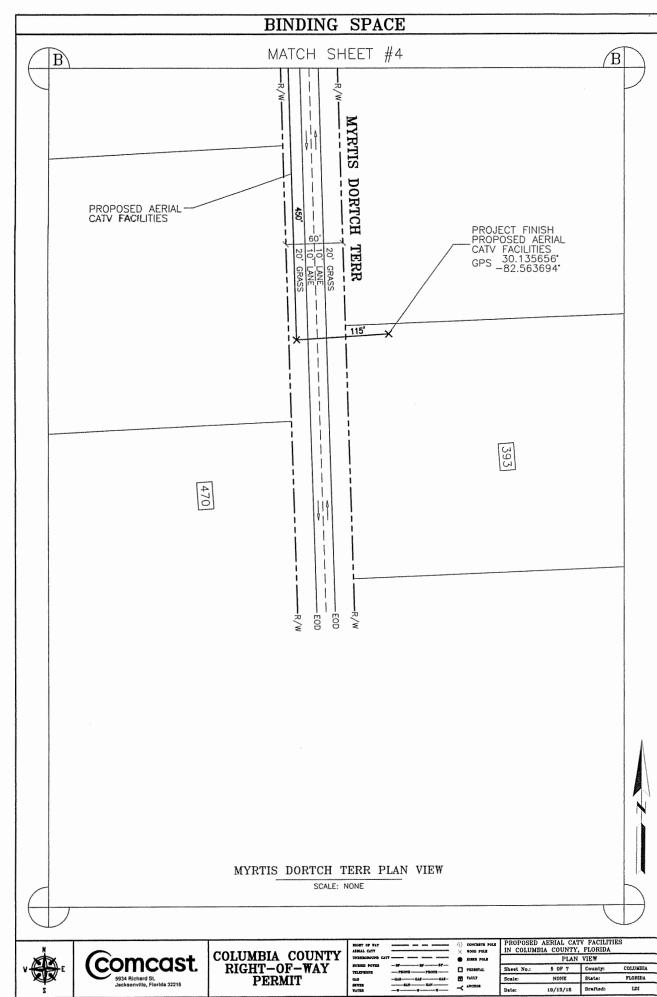
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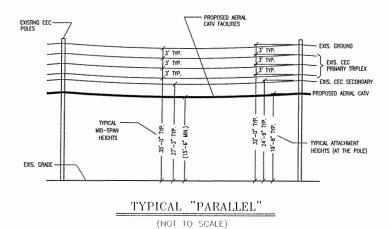


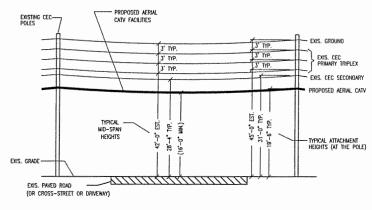




PERMIT

PLAN VIEW				
Sheet No.:	5 OF 7	County:	COLUMBIA	
Scale:	NONE	States	PLORIDA	
Date:	10/13/15	Drafted:	LDI	



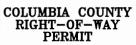


TYPICAL "CROSSING"

(NOT TO SCALE)







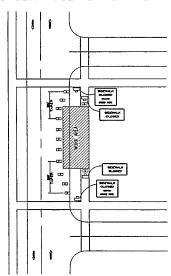
MIGHT OF TAY		(i) (i)
UNDERGROUND CATT BURGED POWER TELEPHONE	PRONE PROME	•
GAS SEVER VATER	-GLE-GLE-GLE-GLE-GLE-GLE-GLE-GLE-GLE-GLE	¥ 18

>	CONCRETE POLE	PROPOSED AERIAL CATV FACILITIES IN COLUMBIA COUNTY, FLORIDA
ċ	YOOD POLE	IN COLUMBIA COUNTY, FLORIDA

TYPICALS & DETAILS				
Sheet No.:	6 OF 7	County:	COLUMBIA	
Scale:	NONE	States	FLORIDA	
Date:	10/13/15	Drafted:	LDI	

MYRTIS DORTCH TERR COUNTY PERMIT MOT CASES

MID-BLOCK SIDEWALK CLOSURE



GENERAL NOTES

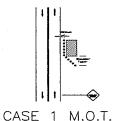
- ONLY THE SIGNS CONTROLLING PEDESTRIAN FLOWS ARE SHOWN.
 OTHER WORK ZONE SIGNS WILL BE NEEDED TO CONTROL TRAFFIC
 ON STREETS.
- ON SINCLIS.

 TEMPORARY WALKWAYS SHALL BE A MINIMUM OF 4' WIDE AND KEPT FREE OF ANY OBSTRUCTIONS AND HAZARDS SUCH AS HOLES, DEBRIS, MUD. CONSTRUCTION EQUIPMENT, STORED MATERIALS AND ETC. (FOR DETAILS SEE INDEX 600)
- 3. POST MOUNTED SIGNS LOCATED NEAR OR ADJACENT TO A SIDEWALK SHALL HAVE A 7' IMMINIUM CLEARANCE FROM THE BOTTOM OF SIGN TO THE SIDEWALK.
- 4. COLUMBIA COUNTY PROHBITS MOBILOCK CROSSING OF PEDESTRUMS WHEN AN ALTERNATE ROUTE IS NOT FEASIBLE CONTRACTOR SHALL PROMDE AN ADA COMPLIANT PEDESTRUM PATHKAY THROUGH THE WORK ZONE WHEN SOCHALK IS CLOSED.

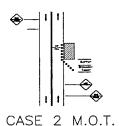
CONDITIONS

WHERE ANY VECHILE, EQUIPMENT WORKERS OR THEIR ACTIVITIES ENCROCH ON THE SIDEWALK FOR A PERIOD OF MORE THAN 60 MINUTES

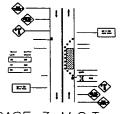
Shoulder Work (2'-15' From the Edge of Pavement) (Maintaining two-way traffic in two travel lanes)



Shoulder Work With Minor Encroachment (Within 2' of the Edge of Pavement)



Lane Ciosure on a Two-Lane Road (Two Flagger Operation)



CASE 3 M.O.T.

 \mathbb{Z} **®**

SIGN SPACING

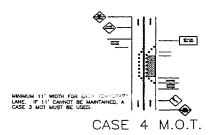
ROAD TIPE	CHITANCE SCHOOL SECRET			
	A	A 8 C		
UMBAN (ber speed)	180	100	100	
UNEAN (high spreed)	300	380	380	
REPORT	200	900	900	
E	1,000	1,500	2,640	

TAPER LENGTH CRITERIA

THE OF EMBR	THERE LEHERE (L)*
LIPING THER	AT LEMET L
SUTING DAM	AT LEDGT COL.
SHOULDER TAYER	AT LEMET 0.538.
ONE LANE, THE WAY TRAFFIC TAPER	160 FT. MANUARM
DOMESTREAL TAPER	100 FT PIR LINE

M-EDE: L = TAPER LEMEN IN PECT W = WORN OF DIVINET IN PECT S = POSTED SPIED LIMIT

Work in Travel Lane or a Minor Urban Street (Mointaining Two-Way Traffic)



ALL ROAD CROSSINGS SHALL BE DONE IN OHE DAY. CROSS STREETS ARE TO BE RESTORED TO TWO LANES OF TRAFFIC DURING NON-WORKING HOURS. CASE 5 M.O.T.

Lane Closure in Advance of an Intersection (Work Area on the Through Road)

MAINTENANCE OF TRAFFIC REQUIREMENTS

- ANY MODIFICATIONS OF THIS MAINTENANCE OF TRAFFIC PLAN SHALL BE SUBMITTED TO COLUMBIA COUNTY TRAFFIC ENGINEERING DIVISION FOR REVIEW AND APPROVIAL PRIOR TO IMPLEMENTATION.

- THIRTY FOOT RADII ARE REDURED AT ALL INTERSECTIONS WHERE THE ROADWAY IS REBUILT.
- ACCESS TO ALL STREETS AND DRIVEWAYS TO BE MAINTAINED AT ALL TIMES

- WHERE CONSTRUCTION PHASING IS NOT SHOWN ON PLANS, OR IF CONTRACTOR WANTS TO ALTER THE PHASING SHOWN, CONTRACTOR SUBMIT PHASING PHAN WITH A PROPOSED CONSTRUCTION SCHEDUTRAFFIC ENGINEEZHING PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL HOTHY TRAFFIC ENGINEERING DIVISION A MINIMUM OF 5 WORKING DAYS PRIOR TO IMPLEMENTATION OF THE M.O.T.

Jacksonville, Fl. 32216

COLUMBIA COUNTY, FL RIGHT-OF-WAY PERMIT SUBJECT: MYRTIS DORTCH TERR COUNTY:
PROPOSED AERIAL
CATV FACILITIES
N NODE LC069
SHEET N COLUMBIA FLORIDA SHEET NO .: 7 OF 7 DATE: 10/13/15 NODE: LC069

DRAFTED BY: LDI

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 20, 2015	Me	eting Date: November 19, 2	015
Name: Kevin Kirby	/ Dер	partment: Operations	
Division Manager's Signature: _	K		
1. Nature and purpose of agend	a item: Utility Permit		
			,

Attach any correspondence info memorandums, etc.	rmation, documents an	d forms for action i.e., co	ontract agreements, quotes
2. Fiscal impact on current budg	et.		
Is this a budgeted item?	✓ N/A		
	☐ Yes Account No		
	☐ No Please list the p	oroposed budget amendr	ment to fund this request
Budget Amendment Number:			
FROM	<u>TO</u>		AMOUNT

For Use of County Manger Only:

[X*Consent Item [] Discussion Item

31

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date 10/14/15 Permit No.	County Road S	E Llewellyn Ave Section	No
Permittee Comcast Cable_			
Address 5934 Richard St, Jacksonville, FL 3221	16	Telephone Number 904-	468-0123
Requesting permission from Columbia County, Maintain Proposed CATV facilities SE Llewelly Ave/.PC:RF	n(339) 56' undergro	ound CATV, Node:LC013E	
FROM:	TO:		
Submitted for the Utility Owner by: -Billie Lento	es/Agent for Comcas	t	10/14/15
Typed Name	& File	Signature	Date
Proposed work is within corporate limits of Mun () FORT WHITE (). A letter of notification was owners AT&T, FPL,TecoGas	s mailed on 10/14/15	t	o the following utility
again immediately upon completion of work. The located at 607 NW Quinten St, Lake City, FL		ctor is Kevin Kirby Telephone Numb	
The PERMITTEE's employee responsible for Ma	aintenance of Traffic	is Robert Fransico(This name may b	Telephone Number
3. This PERMITTEE shall commence actual command shall be completed within 90 days after pedate of permit approval, then PERMITTEE must make sure no changes have occurred in the transport	ermitted work has be review the permit w	gun. If the beginning date i ith the Columbia County P	s more than 60 days from ublic Works Director to
4. The construction and maintenance of such util PERMITTEE.	ity shall not interfere	with the property and righ	ts of a prior
5. It is expressly stipulated that this permit is a lice property pursuant to this permit shall not operate			

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as

determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities execution of this permit acknowledges its present and continuing	•
andCounty's right of way as set forth above. PERMITTEE, as its so utilities whenever Columbia County Public Works Director and public interest.	
11. Special instructions: Minimum cover ofthirty inches (30") we be financially responsible for any damage to facilities with less to located within driveway ditches.	•
12. Additional Stipulations:	
It is understand and agreed that commencement by the PERMIT binding nature of these specialist instructions.	TTEE is acknowledgment and acceptance of the
Submitted By: Billie Lentes/Agent for Comcast Permittee	Place Corporate Seal
Signature and Title	Attested

Revised: 8 (T = 4)
Recommended for Approval:
Signature:
Title: Ass Condy Musaco
Date: 10-21-15
Approval by 1 and of County Commissioners, Columbia County, Florida:
YES() NO()
Date Approve fr
Chairman's any lature:

Utilities Permit
Page three

peòd 20-15

 \Leftrightarrow \Longrightarrow \Longrightarrow a. Behind an existing barrier, b. More than 2' behind the curb, c. 15' or more from the edge of travel way.

GENERAL NOTES

- 1. If the work operation (excluding establishing and terminating the work area) requires that two or more work vehicles cross the offset zone in any one hour, traffic control will be in conformance with Index No. 602.
- 2. No special signing is required.
- 3. When a side road intersects the highway within the work area, additional TTC devices shall be placed in accordance with other applicable TCZ Indexes.
- 4. When construction activities encroach on a sidewalk refer to Index No. 660.
- 5. For general TCZ requirements and additional information, refer to Index No. 600.

CONDITIONS

WHERE ANY VEHICLE, EQUIPMENT, WORKERS AND THEIR ACTIVITIES ARE BEHIND AN EXISTING BARRIER, MORE THAN 2' BEHIND THE CURB, OR 15' OR MORE FROM THE EDGE OF TRAVEL WAY.

DESCRIPTION: REVISION

SYMBOLS

Lane Identification + Direction of Traffic

Work Area

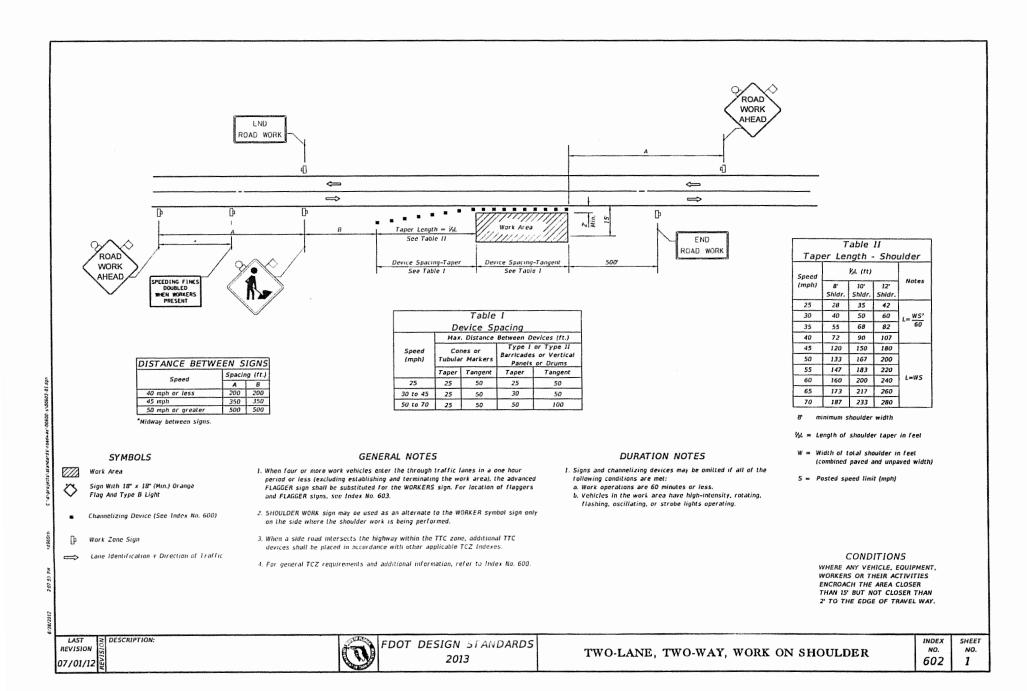
FDOT DESIGN STANDARDS 2013

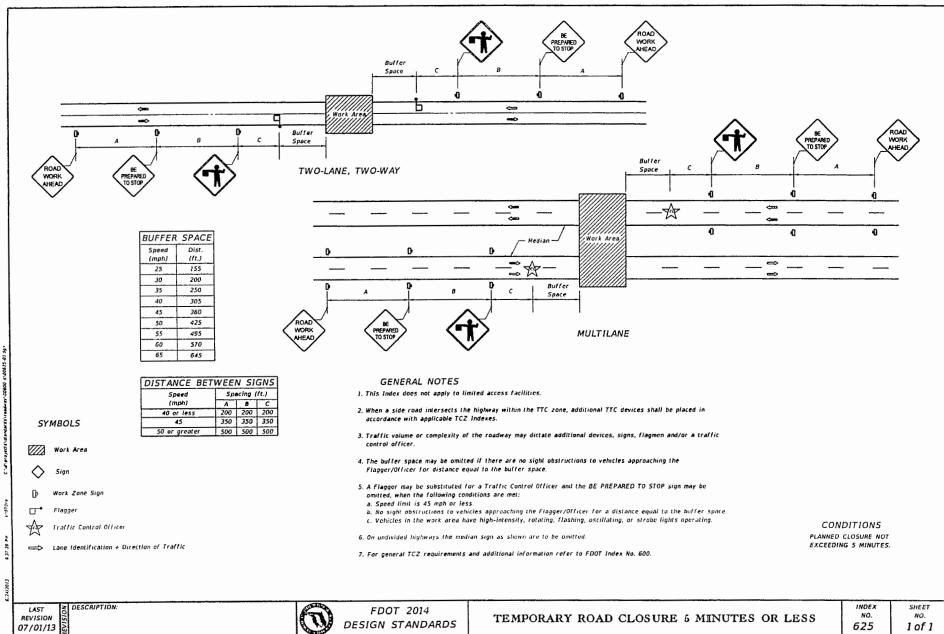
TWO-LANE, TWO-WAY, WORK OUTSIDE SHOULDER

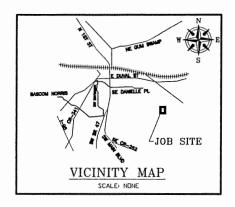
NO. 601

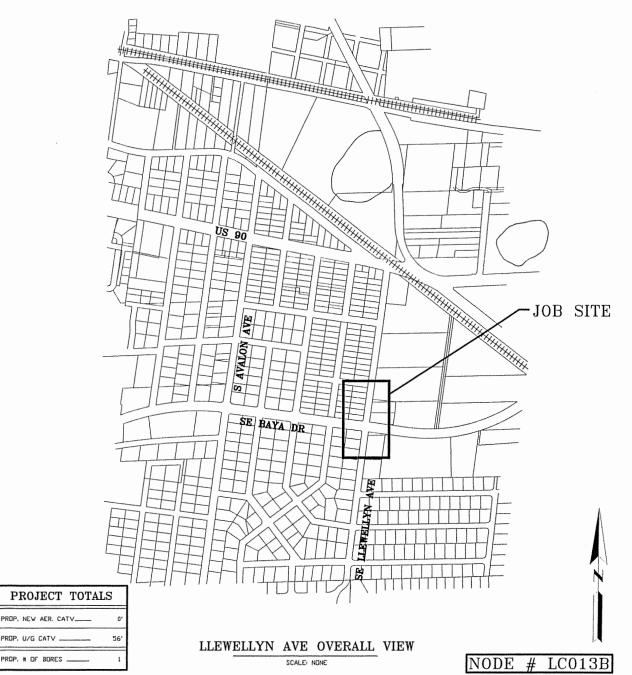
SHEET NO.

07/01/05











PROP. U/G CATV _

PROP. # OF BORES ...



COLUMBIA COUNTY AMBILICATY UNDERSORDED RIGHT-OF-WAY **PERMIT**

PROPOSED UNDERGROUND CATV FACILITIES IN COLUMBIA COUNTY, FLORIDA

NOTES

ALL PROPOSED CONSTRUCTION WILL BE PER COLUMBIA COUNTY SPECIFICATIONS AS WELL AS ALL NESC SAFETY CODES.

ALL PROPOSED CATV WILL BE WITHIN THE COLUMBIA COUNTY RIGHT-DF-WAY.

ALL PROPOSED UNDERGROUND CATV WILL BE BURIED A MINIMUM OF 30" DEEP. EXCEPT BORES 48" DEEP.

ALL PROPOSED UNDERGROUND CATY ROAD BORES WILL USE CITY APPROVED DIRECTIONAL BORE MACHINE, AS WELL AS COUNTY APPROVED CONDUIT.

ALL PROPOSED CATV ROAD BORES WILL EXTEND A MINIMUM OF 4' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED CATY DRIVEWAY BORES WILL EXTEND A MINIMUM OF 2' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED AERIAL WILL BE .700" DIAMETER AND WILL BE LASHED TO .250" STEEL STRAND CABLE USING .125" STD. GALV. LASHING WIRE.

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ALL PROPOSED AERIAL CATV CROSSING DRIVEWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 15'-6".

LOCATES WILL BE REQUIRED IN ALL PROPOSED UNDERGROUND AREAS AT LEAST 48 HRS. PRIOR TO CONSTRUCTION.

NOTIFICATIONS TO ALL UTILITIES INVOLVED WILL BE MADE PRIOR TO CONSTRUCTION.

ALL UTILITIES LOCATED
BY VISUAL INSPECTION, TO
BE VERIFIED BY LOCATES

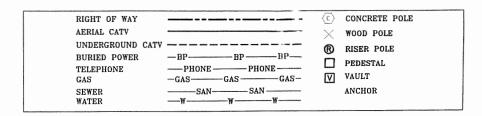
EOT REPRESENTS EDGE OF TRAVEL NOT TRUE EDGE OF PAVEMENT

E/P REPRESENTS THE TRUE EDGE OF PAVEMENT

EOD REPRESENTS THE EDGE OF DIRT

HAND DIG TRENCHES 36" DEEP ACROSS DIRT ROAD

USE CASE 1 MOT



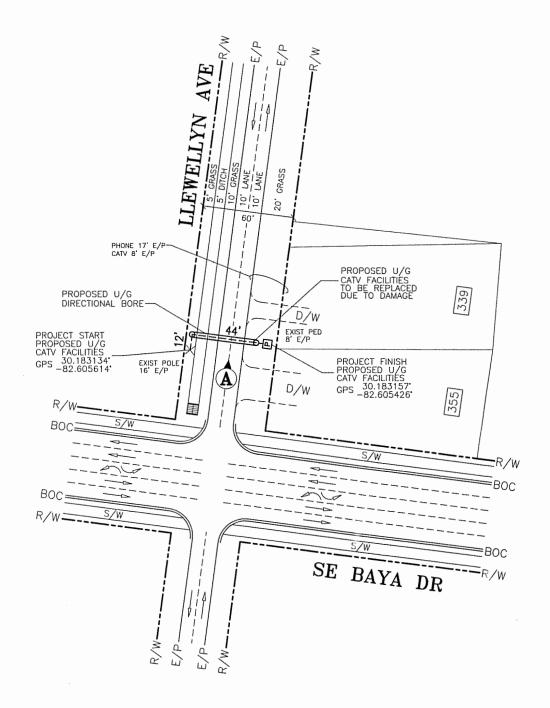




COLUMBIA COUNTY RIGHT-OF-WAY PERMIT

	RIGHT OF WAY		(i)
1	TERIT CYAA		\times
ı	UNDERSCHOURD CATE		•
١	BUREND POWER	PT	-
1	TRLEPHONE		
ı	GAS	-018	1
ı	22723	FAN	_
1	WATER		-

	UNDERGRO	UND CATY HA COUNTY,	FLORIDA
NO	TES	HUB NAME:	LAKE CITY
Sheet No.:	2 OF 5	County:	AIEMUJOS
Scale:	NONE	State:	FLORIDA
D. L.	10/15/15	Dretted	LDI





LLEWELLYN AVE PLAN VIEW

SCALE: NONE



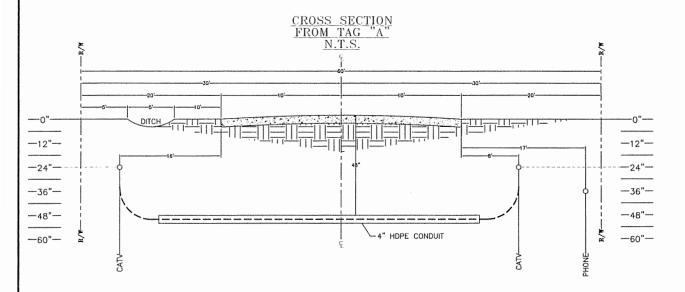


COLUMBIA COUNTY RIGHT-OF-WAY PERMIT

_		
Ý	RIGHT OF WAY ARRIAL CATY UNDERGROUND CATY BURKED POWER	
1	TELEPHONE	
	848	GAR
	ervit.	ELH
1	PAYER	

	0	CONCRETE POLE	Г
-	\times	TOOD FOLE	L
-		ROUR POLK	Γ.
_		PEDESTAL	
-	茵	VAULT	Г

	IN COLUME	BIA COUNTY,	FLORIDA
PLAI	VIEW	HUB NAME:	LAKE CITY
Sheet No.:	3 OF 5	County:	COLUMBIA
Scale:	NONE	States	FLORIDA
Date:	10/13/15	Drafted;	L.D.I







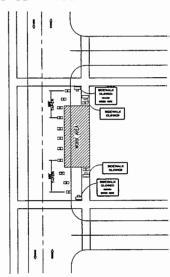
COLUMBIA COUNTY RIGHT-OF-WAY **PERMIT**

,	SIGRE OF WAY		()
1	ARRIAL CATY		. 14
ļ	UNDERGROUND CATY		
I	BURIER POWER		_
ł	TELEPEONE		
ı	QLE C	-411	02
1	BEARS	KLR	_

@ 8'	CONCRETE POLE TOOD POLE	PROPOSED FACILITIES	UNDERGROU	ND CATV A COUNTY,	FLORIDA
•	RINER POLE	TYPICALS	& DETAILS	HUB NAME:	LAKE CITY
	PROMITAL	Sheet No.:	4 OP 5	County:	COLUMBIA
					THE OFFICE

LLEWELLYN AVE COUNTY PERMIT MOT CASES

MID-BLOCK SIDEWALK CLOSURE



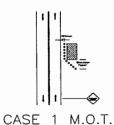
GENERAL NOTES

- TEMPORARY WALKWAYS SHALL BE A MINMUM OF 4' WIDE AND KEPT FREE OF ANY OBSTRUCTIONS AND HAZARDS SUCH AS HOLES, DEBRIS, MUD, CONSTRUCTION EQUIPMENT, STORED MATERIALS AND ETC. (FOR DETAILS SEE INDEX 800)

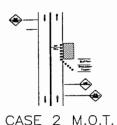
CONDITIONS

WHERE ANY VECHRE, EQUIPMENT WORKERS OR THEIR ACTIVITIES ENCROACH ON THE SIDEWALK FOR A PERIOD OF MORE THAN 80 MINUTES

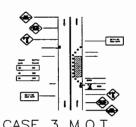
Shoulder Work (2'-15' From the Edge of Pavement) (Maintaining two-way traffic in two travel lanes)



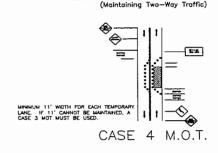
Shoulder Work With Minor Encroachment (Within 2' of the Edge of Pavement)



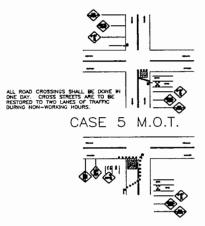
Lane Closure on a Two-Lane Road (Two Flagger Operation)



Lane Closure in Advance of an Intersection (Work Area on the Through Road)



Work in Travel Lane or a Minor Urban Street





SIGN SPACING				
ROAD TYPE DISTANCE SETWEEN SHARE				
	A • C			
-	100	100	100	
-	380	300	386	
MINN.	900	900	500	
Darway/Normy	1,000	1,900	2,640	

TAPER	LENGTH	CRITERIA

THE OF DISM	TAPEN LEHTH (L)*
Mahanis Torin	AT LEMET L
BUTTHE DATE	AT LENGT COL
BOULDER THE	AT LENGT E.S.R.
ORE LANE, THO WAY TRAFFIC DATES	100 PT. MURICH
DOWNSTREAM TATER	100 FT PER LINE

TORMAN FOR L ME M FOLLOWS THE LINES OF 40 MM OR LINE

MAINTENANCE OF TRAFFIC REQUIREMENTS

- THRITY FOOT RADE ARE REQUIRED AT ALL INTERSECTIONS WHERE THE ROADWAY IS REBURET.
- ACCESS TO ALL STREETS AND DRIVENAYS TO BE MAINTAINED AT ALL TIMES.

5934 Richard St. Jacksonville, Fl. 32216

COLUMBIA COUNTY, FL RIGHT-OF-WAY PERMIT SUBJECT:
PROPOSED UNDERGROUND
CATY FACILITIES
IN NODE LC0138

COLUMBIA SHEET NO.: 5 OF 5 DATE: 10/13/15 NODE: LC013B DRAFTED BY: LDI

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 30, 2015		Meeting Date: Nove	mber 19, 2015
Name: Kevin Kirby		Department: Opera	ions
Division Manager's Signature:	//		
1. Nature and purpose of agen	da item: Utility Permi	<u> </u>	
Attach any correspondence informemorandums, etc.	formation, docume	nts and forms for actic	on i.e., contract agreements, quotes
2. Fiscal impact on current buc	dget.		
Is this a budgeted item?	✓ N/A		
	☐ Yes Account	No	
	☐ No Please lis	t the proposed budget	amendment to fund this request
Budget Amendment Number:_		_	
FROM		<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

R & B CONTRACTING, INC.

Post Office Box 11833 Jacksonville, FL 32239-1833

(904) 646-3551

Fax (904) 646-0897

rbcontrg@bellsouth.net

Connie Brecheem Columbia County Public Works Department Post Office Box 969 Lake City, FL 32056

November 3, 2015

Subject:

Proposed Storm Drainage Pipe Across CR-242

approximately 0.35 miles east of SW Sisters Welcome Road

Utility Permit Application: Additional Information

Dear Ms Brecheem:

Please consider this letter as supplementing the our Utility Permit Application to install a proposed 48" rcp storm drainage pipe across CR-242, approximately 0.35 miles east of SW Sisters Welcome Road. The pipe is part of the Ichetucknee Springs Water Quality Improvement Project for the Suwannee River Water Management District.

- 1. The pipe trench across CR-242 will be approximately 15-feet wide.
- 2. MOT hours will be from 8:30 am to 4:00 pm, Monday thru Friday. MOT will be consistent with FDOT Index 603.
- 3. The road repair will be: backfill placed in 6" lifts and compacted to 98% density: 12" subgrade with a minimum 40 LBR; and a limerock base at least 6" thick, compacted to 100%.
- 4. The asphalt overlay of CR-242 will extend approximately 50' from each side of the trench, plus the width of the trench. At this time, 1.5" of SP-12.5 will be used for the trench repair. The overlay will be 1.25" of SP-9.5. The new asphalt will connect to the existing pavement in keeping with FDOT Section 330 and Index 307.
- 5. The County will be notified 48 hours in advance of work on the road crossing and we will request that a County Inspector be present while work is underway crossing, repairing, or overlaying CR-242.
- 6. If a substitution of materials is proposed, we will notify the County so it may determine if the substitution is acceptable.

Thank you for your assistance. Please contact us with any questions or if additional information is needed for our application to be submitted to the Board at its next meetina.

Yours truly.

Donna Brooks

President

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date: 10/	'29/15Permit No	County Road	242	_ Section No.	23/26
Permittee	R & B Contracting Post Office Box 11				107/101542-44-5-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-
Address	Jacksonville, FL	32239-1833	_ Telephone Num	ber <u>904–6</u>	46-3551
	permission from Columbia County 48-inch rcp storm 0.35 miles east of	drainage p	ipe across	CR-242,	
FROM:	north/south pipe o	crossing CR TO:	-242		
	or the Utility Owner by:Dor		Pres.		Date 10/29/15
aerial and u application. () FORT	declares that prior to filing this ap nderground and the accurate local Proposed work is within corporate WHITE (). A letter of notificat	tions are shown on limits of Municipal ion was mailed on	the plans attached ty: YES() NO	hereto and mad (X). If YES: L	de a part of this AKE CITY
again imme	mbia County Public Works Direct diately upon completion of work.	The Public Works	Director is	•	
The PERMI	TTEE's employee responsible for	Maintenance of Tr	affic is	e ivuilibei	•
at the time o	TTEE's employee responsible for Telephone N f the 24 hour notice to starting wo	umber rk.)		(This nam	ne may be provided
and shall be from date of	MITTEE shall commence actual of completed within days after permit approval, then PERMITTE make sure no changes have occurred.	permitted work ha E must review the p	s begun. If the beg permit with the Colo	inning date is r umbia County F	nore than 60 days Public Works
4. The cons	truction and maintenance of such	utility shall not inte	rfere with the prop	erty and rights	of a prior
	essly stipulated that this permit is a erty pursuant to this permit shall n				

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

execution of this permit acknowledges its	anda	-	in the
		xpense, shall promptly remove said out of and/or County Engineer determines said rem	noval
		be required at all locations. Columbia Counless than thirty inches (30") cover. Cables s	
12. Additional Stipulations:			
		, seres - 1, 1, 2, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,	MC
It is understand and agreed that commence binding nature of these specialist instruct	•	E is acknowledgment and acceptance of the	
		The same of the sa	
Submitted By: R & B Contract Permittee	ing, Inc.	Place Corporate Seal	· · ·

Attested

Donna Brooks, Sec/Treas.

Donna Brooks, President

Signature and Title

Recommended for Approval:
Signature:
Title: Ass Cong Marcel
Date: 11. 25-15
Approval by Board of County Commissioners, Columbia County, Florida:
YES () NO ()
Date Approved:
Chairman's Signature:

Utilities Permit Page three Revised: 8/17/00

head 10-30-15

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BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: October 30, 2015	TO ANNOUNCE VANDO	Meeting Date: November 19, 2015	
Name: Kevin Kirby		Department: Operations	
Division Manager's Signature: _	//		
1. Nature and purpose of agence	la item: Utility Permit		
Attach any correspondence infomemorandums, etc.	ormation, documen	ts and forms for action i.e., contract agreem	ents, quotes
2. Fiscal impact on current budg	get.		
Is this a budgeted item?	☑ N/A		
	☐ Yes Account	No	atomia.
	☐ No Please list	the proposed budget amendment to fund th	nis request
Budget Amendment Number:			
<u>FROM</u>		<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

R & B CONTRACTING, INC.

Post Office Box 11833 Jacksonville, FL 32239-1833

(904) 646-3551

Fax (904) 646-0897

rbcontrg@bellsouth.net

Connie Brecheem Columbia County Public Works Department Post Office Box 969 Lake City, FL 32056 November 3, 2015

Subject:

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approximately 0.35 miles east of SW Sisters Welcome Road

Utility Permit Application: Additional Information

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- The County will be notified 48 hours in advance of work on the road crossing and we will request that a County Inspector be present while work is underway crossing, repairing, or overlaying CR-242.
- 6. If a substitution of materials is proposed, we will notify the County so it may determine if the substitution is acceptable.

Thank you for your assistance. Please contact us with any questions or if additional information is needed for our application to be submitted to the Board at its next meeting.

Yours truly,

Donna Brooks

President

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date: 10	/29/15Permit No	County Road _	242	Section No.	23/26
Permittee _	R & B Contractin	ng, Inc.			
Address	Post Office Box Jacksonville, FL		_ Telephone N	umber <u>904–6</u>	46-3551
	permission from Columbia Con 48-inch rcp stor 0.35 miles east	m drainage p	ipe acros	s CR-242,	-
FROM:	north/south pipe	crossing CR	-242		
	for the Utility Owner by:		Pres.	re	0, 10/29/15 Date
aerial and ι application () FORT	e declares that prior to filing this underground and the accurate low. Proposed work is within corpor WHITE (). A letter of notification	ocations are shown on rate limits of Municipal ication was mailed on	the plans attach	ned hereto and mad NO(X). If YES: L	le a part of this AKE CITY
again imme	umbia County Public Works Dir ediately upon completion of wo	rk The Public Works	Director is		_
The PERM	ITTEE's employee responsible Telephon of the 24 hour notice to starting	for Maintenance of To e Number work.)	raffic is	(This nam	e may be provided
3. This PE and shall be from date o	RMITTEE shall commence actue e completed within days a f permit approval, then PERMIT make sure no changes have occ	al construction in good fter permitted work ha TEE must review the p	I faith within s begun. If the permit with the G	days after issuar beginning date is r Columbia County F	nce of permit, nore than 60 days Public Works
4. The con PERMITTE	struction and maintenance of su E.	ch utility shall not inte	rfere with the p	roperty and rights	of a prior
	ressly stipulated that this permit perty pursuant to this permit sha				

6. Pursuant to Section 337-403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

5

Utilities Permit Page Two Revised: 8/17/00

relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless Columbia County, Florida from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including pacing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended for highways.

10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between and within the
and within the County's right of way as set forth above. PERMITTEE, as its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.
11. Special instructions: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inches (30") cover. Cables shall not be located within driveway ditches.
12. Additional Stipulations:
mar. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.
It is understand and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.
Submitted By: R & B Contracting, Inc. Place Corporate Seal Place Corporate Seal
Donna Brooks, President

Signature and Title

Attested

Donna Brooks, Sec/Treas.

Page three
Revised: 8/17/00

Recommended for Approval:
Signature:

Utilities Permit

Signature:

Title:

Ass Cong Woods

Date:

Date:

Approval by Board of County Commissioners, Columbia County, Florida:

YES () NO ()

Date Approved:

Chairman's Signature:

head 10-30-15

GENERAL SCOPE OF SITE WORK **FOR** PERMITTING AND CONSTRUCTION OF

CIDS COMP SHEET ODNERAL MITTEE

OVERALL SITE PLA

DETALED SITE PLAN

DETALED SITE PLAN II DETALED SITE PLAN W

SOL BORNE LOCATIONS SOL BORNG DETALS

GRADING PLAN III (CCLL 3)

CROSES PLAN N (CD1 4)

GRADNIG PLAN V (CELL S) GRAZING PLAN W (CELL 6)

CRADES PLAN IX (CELL 1) DETAILED CRADING FLAN 1 (MELON STRICTURE

DETABLED CRABBING PLAN II (ETRACTURE 3) DETALLED GRADING PLAN IS (STRUCTURE 4)

DETAILED GRADING PLAN VS (STRUCTURE A) DETAILED GRADING PLAN VM (STRUCTURE 4) DETALED GRADING PLAN & (STRUCTURE 10) DETAILED GRADING PLAN X (STRUCTURE 11)

DETALED CANDING PLAN KIR (STRUCTURES 13 AND 14)

DETALLED GRAPING PLAN KIN (REUSE SYSTEM SUMP)

CROSS SECTION LOCATIONS I

CROSS SECTION OFTHER I

CHOIS SECTION DETAILS I

CROSS SECTION DISTALS IN

CROSS SECTION DETAILS V

CAOSS SECTION DETAILS W CROSS SECTION DETAILS VIII CROSS SECTION DETAILS IX CROSS SECTION DETAILS II

CROSS SECTION DETAILS 20

CROSS SECTION DETAILS IN CROSS SECTION DETAILS BY CROSS SECTION OFTERS AND GEOTTOHNICAL SPECIFICATIONS

CECTECHNICAL ANALYSIS I SECTECIONACIAL MALLYSIS S

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DETALLED UTLITY PLAN (

DETALED UTKITY PLAN B DETALED UTSUTY PLAN IS

UTILITY PLAN AND PROFILE PROPOSED PLANTING PLAN east of SW Sisters Welcome Road

DETALED ENOSION AND SEDMENT CONTROL PLAN :

DETAILED EROSION AND SECURENT CONTROL FLAN A

DETAILED EPOSION AND SEEMENT CONTROL PLAN

C) 10

C229

C413

C414

C431

C524

C533

C730

C830

CBSC

CHOTO DETACE I

C1606 DCIALS #

C1830 DETALS U

C1040 DETALS N

CHOSO DETALS V

C1000 DETALS W C1000 CETALS VI

ICHETUCKNEE SPRINGS WATER QUALITY IMPROVEMENT PROJECT COLUMBIA COUNTY, FLORIDA

SECTIONS 23 AND 26, TOWNSHIP 4 SOUTH, RANGE 16 EAST COLUMBIA COUNTY, FLORIDA



VICINITY MAP

SUNSHINE STATE ONE CALL OF FLORIDA CALL BEFORE YOU DIG 1-800-432-4770

- CALL 1-800-432-4770 TWO FULL BUSINESS DAYS (BUT NOT MORE THAN FIVE) BEFORE DIGGING TO FIND OUT WHERE BURIED FACILITIES (ELECTRIC, CAS, TELECOMMUNICATIONS, CABLE WATER, SEWER) ARE LOCATED.
- WAIT THE REQUIRED TIME FOR THE SITE TO BE LOCATED AND MARKED WITH COLOR-CODED PAINT, FLAGS OR STAKES AND CONFIRM THAT THE SITE HAS BEEN LOCATED. RESPECT AND PROTECT THE WARKS DURING THE PROJECT, IF WARKS ARE DESTROYED, REQUEST A NEW LOCATE TICKET
- DIG SAFELY, USING EXTREME CAUTION WHEN DIGGING WITHIN 24 INCHES ON EITHER SIDE OF THE MARKS TO AVOID HITTING THE BURIED UTILITY LINES.

PROJECT LOCATION



- --- PROJECT BOUNDARY (200.4 ACRES)
- --- SECTION/TOWNSHIP/RANGE
- PROPERTY BOUNDARY

GOVERNING SPECIFICATIONS: COLUMBIA COUNTY LAND DEVELOPMENT CODE; SUMAINIE RIVER WATER MANAGEMENT DISTRICT (SRWMD); FLORIDA DEPARTMENT OF ENAROMENTAL PROTECTION (FDEP); FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT); IN THE EVENT OF A CONFLICT, THE MOST RESTRICTIVE APPLIES.

PLANS PREPARED BY



AMEC FOSTER WHEELER ENVIRONMENT AND INFRASTRUCTURE, INC. 404 SW 140TH TERRACE, GAINESVILLE, FLORGA 32669-3000 TEL(352) 332-3318 FAX (352) 333-6622 WEBSITE: www.amecfw.com
E-MAIL: Charlene.Stroehien@amecfw.com ENGINEER OF RECORD: CHARLENE STROEHLEN, P.E (FL 58774)

DEVELOPER

SRWMD

ATTENTION IS DIRECTED TO THE FACT THAT THESE PLANS MAY HAVE BEEN CHANGED IN SIZE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA FROM ANY PLANS THAT ARE NOT 22"X34".



404 SW 140TH TERRACE NEWSERRY, FL 32669 TEL: (352) 332-3318



5302 NW 156TH AVENUE GAINESVILLE, FL 32653 TEL: (386) 462-1003

HARLENE A. STROEHLEN, FLORIDA P.E. #58774 ENGINEER OF RECORD

PROJECT ICHETUCKNEE SPRINGS WATER QUALITY IMPROVEMENT PROJECT



AMEC FOSTER WHEELER PROJECT No:

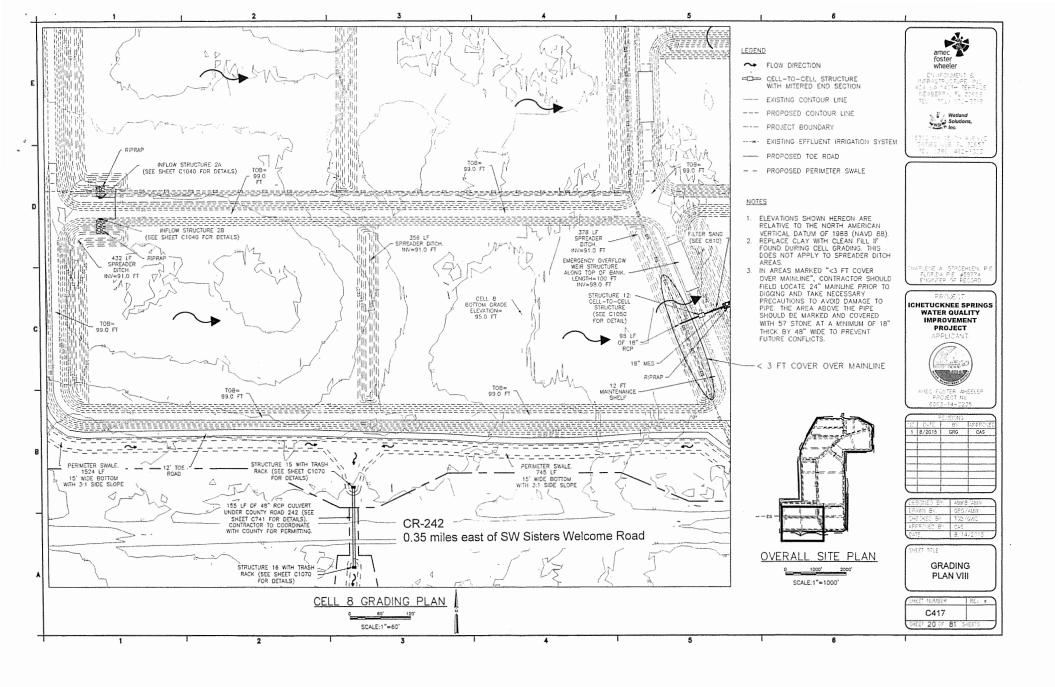
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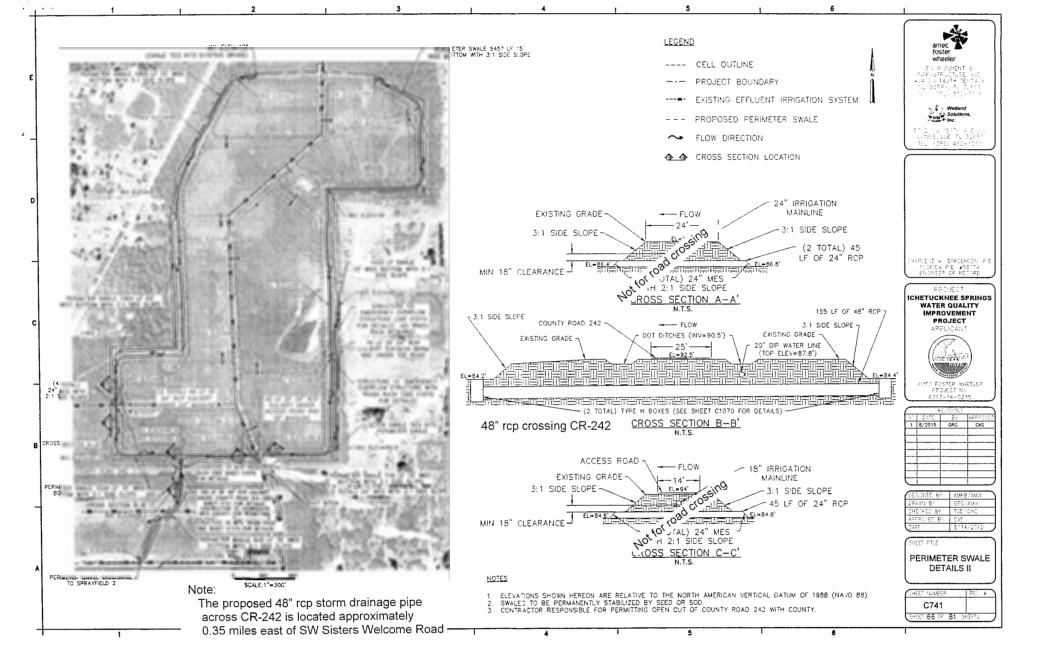
DESIGNED BY:	AMKB/AMW
DRAWN BY:	GRG/AMW
CHECKED BY:	TGD/GWC
APPROVED BY:	CAS
DATE:	B/14/2015

SHEET TITLE:

COVER SHEET

SHEET	NU	MBER	t:		REV.	į	_
	C	100)				
SHEET	1	OF	81	Si	EETS	-	7





BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

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Today's Date: 11-4-15		Meeting Date:	11-19-15	
Name: Kevin Kirby	— n	Department: Operations		
Division Manager's Signature	:_ <i> _</i>	//		
1. Nature and purpose of age	•	it		
		~,~~~		

Attach any correspondence in memorandums, etc.	nformation, docume	ents and forms for	action i.e., contract	agreements, quotes
2. Fiscal impact on current bu	ıdget.			
Is this a budgeted item?	☑ N/A			
	Yes Accoun	t No.		TOTAL CONTROL AND
	☐ No Please lis	st the proposed bu	udget amendment to	fund this request
Budget Amendment Number:				
FROM		<u>TO</u>		AMOUNT

For Use of County Manger Only:

Consent Item [] Discussion Item

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS UTILITY PERMIT

Date 11/02/15 Permit No.	County Road SW CR 240	Section No	
Permittee Comcast Cable_			
Address 5934 Richard St, Jacksonville, FL 32216	Telepho	ne Number 904-7	759-0211
Requesting permission from Columbia County, Flo Maintain Proposed CATV facilities SW CR 240(45 240/.PC:RC	2) 2019' aerial CATV, Noc		
FROM:	TO:		
Submitted for the Utility Owner by: -Billie Icentes/A	Agent for Comcast		11/02/15
Typed Name &	Title Si	gnature	Date
Permittee declares that prior to filing this applicat and underground and the accurate locations are shown Proposed work is within corporate limits of Municip () FORT WHITE (). A letter of notification was made owners AT&T, CEC, TecoGas	wn on the plans attached her pality: YES (X) NO (). If Y illed on 11/02/15	reto and made a p YES: LAKE CITYto	art of this application. the following utility
2. The Columbia County Public Works Director sha again immediately upon completion of work. The Pu	ıblic Works Director is Kev	vin Kirby	
located at 607 NW Quinten St, Lake City, FL	T	elephone Numbe	r 386-719-7565
The PERMITTEE's employee responsible for Maint 904-759-0211 at the time of the 24 hour notice to starting work.)	enance of Traffic is Rusty (This name may be	Telephone Number e provided
3. This PERMITTEE shall commence actual construand shall be completed within 90 days after permidate of permit approval, then PERMITTEE must revenake sure no changes have occurred in the transport	action in good faith within _ itted work has begun. If the view the permit with the Col	30_days after iss beginning date is umbia County Pu	suance of permit, more than 60 days from ablic Works Director to
4. The construction and maintenance of such utility sperMITTEE.	shall not interfere with the p	property and right	s of a prior
5. It is expressly stipulated that this permit is a licens property pursuant to this permit shall not operate to o			
6. Pursuant to Section 337-403(1), Florida Statutes, v	whenever necessary for the	construction, repa	ir, improvement,

maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and

appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or

Utilities Permit Page Two Revised: 8/17/00

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10. Should the PERMITTEE be desirous of keeping its utilities in execution of this permit acknowledges its present and continuing	
and	
11. Special instructions: Minimum cover ofthirty inches (30") wi be financially responsible for any damage to facilities with less the located within driveway ditches.	· ·
12. Additional Stipulations:	

It is understand and agreed that commencement by the PERMIT binding nature of these specialist instructions.	TEE is acknowledgment and acceptance of the
Submitted By: Billie Lentes/Agent for Comcast Permittee	Place Corporate Seal
Signature and Title	Attested

Utilities Permit Page three Revised: 8/17/00

Recommended for Approval:				
Signature:				
Title: ASS Comy MAKER				
Date:				
Approval by Board of County Commissioners, Columbia County, Florida:				
YES() NO()				
Date Approved:				
Chairman's Signature				

hoo like

Regulatory Speed (In Work Zones)

The maximum permitted travel speed posted for the work zone is indicated by the regulatory speed limit signs. The work zone speed must be shown or noted in the plans. This speed should be used as the minimum design speed to determine rupout lenoths, departure rates, flare rates, lenoths of need, clear zone widths, taper lengths, crash cushion requirements, marker spacings, superelevation and other similar features.

Advisory Speed

The maximum recommended travel speed through a curve or a hazardous area.

The portion of the roadway for the movement of vehicles. For traffic control through work zones, travel way may include the temporary use of shoulders and any other permanent or temporary surface intended for use as a lane for the movement of vehicular traffic

- a. Travel Lane: The designated widths of roadway pavement marked to carry through traffic and to separate it from opposing traffic or traffic occupying other traffic lanes.
- b. Auxiliary Lane: The designated widths of roadway payement marked to separate speed change, turning, passing and climbing maneuvers from through traffic.

Detour, Lane Shift, and Diversion

A detour is the redirection of traffic onto another roadway to bypass the temporary traffic control zone. A lane shift is the redirection of traffic onto a different section of the permanent payement. A diversion is the redirection of traffic onto a temporary roadway, usually adjacent to the permanent roadway and within the limits of the right of way.

Above Ground Hazard

An above pround hazard is any object, material or equipment other than traffic control devices that encroaches upon the travel way or that is located within the clear zone which does not meet the Department's safety criteria, i.e., arrything that is greater than 4" in height and is firm and unyielding or doesn't meet breakaway requirements.

TEMPORARY TRAFFIC CONTROL DEVICES

All temporary traffic control devices shall be on either the Department's Qualified Product List (QPL) or the Department's Approved Products List (APL). Ensure the appropriate QPL or APL number is permanently marked on the device in a readily visible location.

All temporary traffic control devices shall be removed as soon as practical when they are no longer needed. When work is suspended for short periods of time. to spreary traffic control devices that are no longer appropriate shall be removed

Arrow Boards, Portable Changeable Message Signs, Radar Speed Display Trailer, Portable Regulatory Signs, and any other trailer mounted device shall be delineated with a temporary traffic control device placed at each corner when in use and shall be moved outside the travel way and clear zone or be shielded by a barrier or crash cushion when not in use.

PEDESTRIAN AND BICYCLIST

When an existing pedestrian way or bicycle way is located within a traffic control work zone, accommodation must be maintained and provision for the disabled must be provided.

Only approved pedestrian longitudinal channelizing devices may be used to define te a temporary traffic control zone pedestrian walkway.

Advanced notification of sidewalk closures and marked detours shall be provided by appropriate sions.

OVERHEAD WORK

Work is only allowed over a traffic lane when one of the following

OPTION 1 (OVERHEAD WORK USING A MODIFIED LANE CLOSURE)

Overhead work using a modified tane closure is allowed if all of the following conditions are met:

- a. Work operation is located in a signalized intersection and limited to signals, signs, lighting and utilities.
- b. Work operations are 60 minutes or less.
- c. Speed limit is 45 mph or less.
- d Aerial lift equipment in the work area has high-intensity, rotating, flashing, oscillating, or strobe lights operating.
- e. Aerial lift equipment is placed directly below the work area to close the
- 1. Traffic control devices are placed in advance of the vehicle/equipment closing the lane using a minimum 100 foot taper.
- g. Volume or complexity of the roadway may dictate additional devices, signs, flagmen and/or a traffic control officer.

OPTION 2 (OVERHEAD WORK ABOVE AN OPEN TRAFFIC LANE)

Overhead work above a open traffic lane is allowed if all of the following

- a. Work operation is located on a utility pole, light pole, signal pole, or their appurtenances.
- b. Work operations are 60 minutes or less.
- c. Speed limit is 45 mph or less.
- d. No encroachment by any part of the work activities and equipment within an area bounded by 2 feet outside the edge of travel way and 18 feet high.
- e. Acrial lift confirment in the work area has high-intensity, rotating, flashing, oscillating, or strobe lights operating.
- f Volume or complexity of the roadway may dictate additional devices, signs, flagmen and/or a traffic control officer.
- g. Adequate precautions are taken to prevent parts, tools, equipment and other objects from falling into open lanes of traffic.
- h. Other Governmental Agencies, Rall facilities, or Codes may require a greater clearance. The greater clearance required prevails as the rule

OPTION 3 (OVERHEAD WORK ADJACENT TO AN OPEN TRAFFIC LANE)

Overhead work adjacent to an open traffic lane is allowed if all of the following conditions are met:

- a. Work operation is located on a utility pole, light pole, signal pole, or their appurtenances.
- b. Work operations are 1 day or less.
- c. Speed limit is 45 mph or less.
- d. No encroachment by any part of the work activities and equipment within 2 foot from the edge of travelway up to 18' height.
 - Above 13 in height, no encroachment by any part of the work activities and equipment over the open traffic lane (except as allowed in Option 2 for work operations of 60 minutes or less).
- e. Aerial lift equipment in the work area has high-intensity, rotating, flashing, oscillating, or strobe lights operating.
- 1. Volume or complexity of the roadway may dictate additional devices, signs, flagmen and/or a traffic control officer.
- g. Adequate precautions are taken to prevent parts, tools, equipment and other objects from falling into open lanes of traffic.
- h. Other Governmental Agencies, Rail facilities, or Codes may require a greater clearance. The greater clearance required prevails as the rule.

OVERHEAD WORK CONTINUED...

OPTION 4 (OVERHEAD WORK MAINTAINING TRAFFIC WITH NO ENCROACHMENT BELOW THE OVERHEAD WORK AREA)

Traffic shall be detoured, shifted, diverted or paced as to not encroach in the area directly below the overhead work operations in accordance with the appropriate standard index drawing or detailed in the plans. This option applies to, but not limited to, the following construction activities:

- a Beam, girder, segment, and bent/pier cap placement,
- b. Form and falsework placement and removal
- r Concrete placement.
- d. Railing construction located at edge of deck.
- e. Structure demolition.

OPTION 5 (CONDUCTOR/CABLE PULLING ABOVE AN OPEN TRAFFIC LANE)

Overhead cable and/or de-energized conductor installations initial pull to proper tension shall be done in accordance with the appropriate Standard Index or temporary traffic control plan.

Continuous pulling operations of secured cable and/or conductors are allowed over open lane(s) of traffic with no encroarhment by any part of the work activities, materials or equipment within the minimal vertical clearance above the travel way. The utility shall take precautions to ensure that pull ropes and conductors/cables at no time fall below the minimum vertical clearance

On Limited Access facilities, a site specific temporary traffic control plan is required The temporary traffic control plan shall include

- a. The temporary traffic control set up for the initial pulling of the pull rope across the roadway
- b. During pulling operations, advance warming consisting of no less than a Changeable Message Sign upstream of the work area with alternating messages. "Overhead Work Ahead" and "Be Prepared to Stop" followed by a traffic control officer and police vehicle with blue lights flashing during the pulling operation.

RAILROADS

Railroad crossings affected by a construction project should be evaluated for traffic controls to reduce queuing on the tracks. The evaluation should include as a minimum traffic volumes, distance from the tracks to the intersections, lane closure or taper locations, signal timing, etc.

SIGHT DISTANCE

Tapers: Transition tapers should be obvious to drivers, if restricted sight distance is a problem (e.g., a sharp vertical or horizontal curve), the taper should begin well in advance of the view obstruction. The beginning of tapers should not be hidden behind

Intersections: Traffic control devices at intersections must provide sight distances for the road user to perceive potential conflicts and to traverse the intersection safely Construction equipment and materials shall not restrict intersection sight distance

ABOVE GROUND HAZARD

Above ground hazards (see definitions) are to be considered work areas during working hours and treated with appropriate work zone traffic control procedures. During nonworking hours, all objects, materials and equipment that constitute an above ground hazard must be stored/placed outside the travel way and clear zone or be shielded by a harrier or crash cushion.

For above ground hazards within a work zone the clear zone required should be based on the regulatory speed posted during construction.

OVERHEAD WORK CONTINUED.

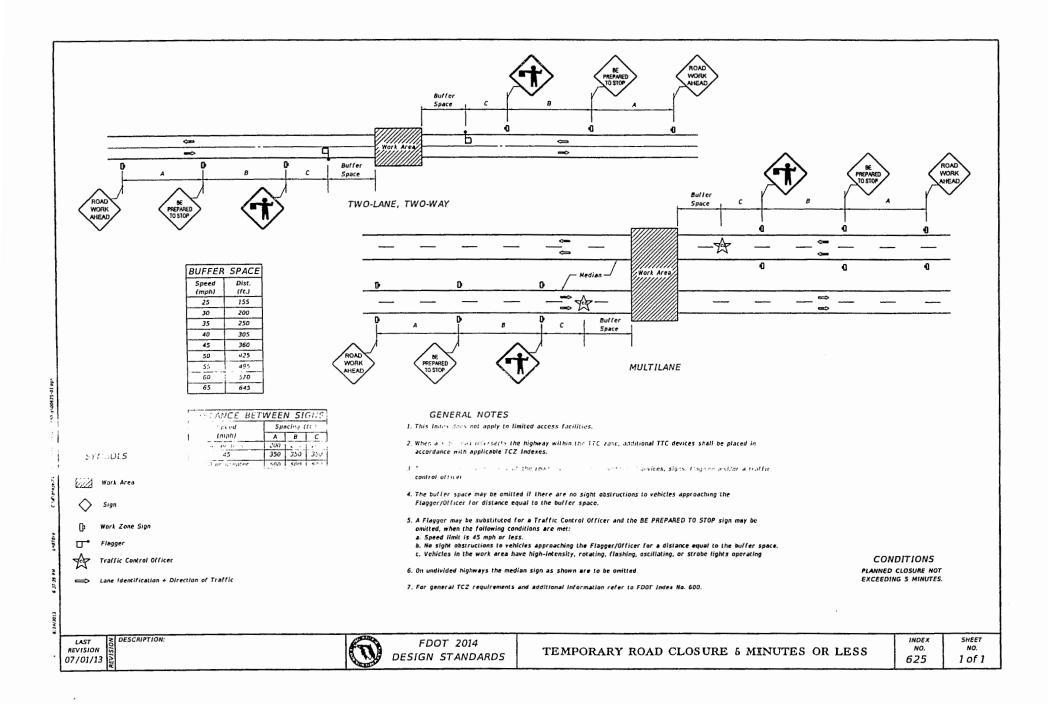
DESCRIPTION: LAST

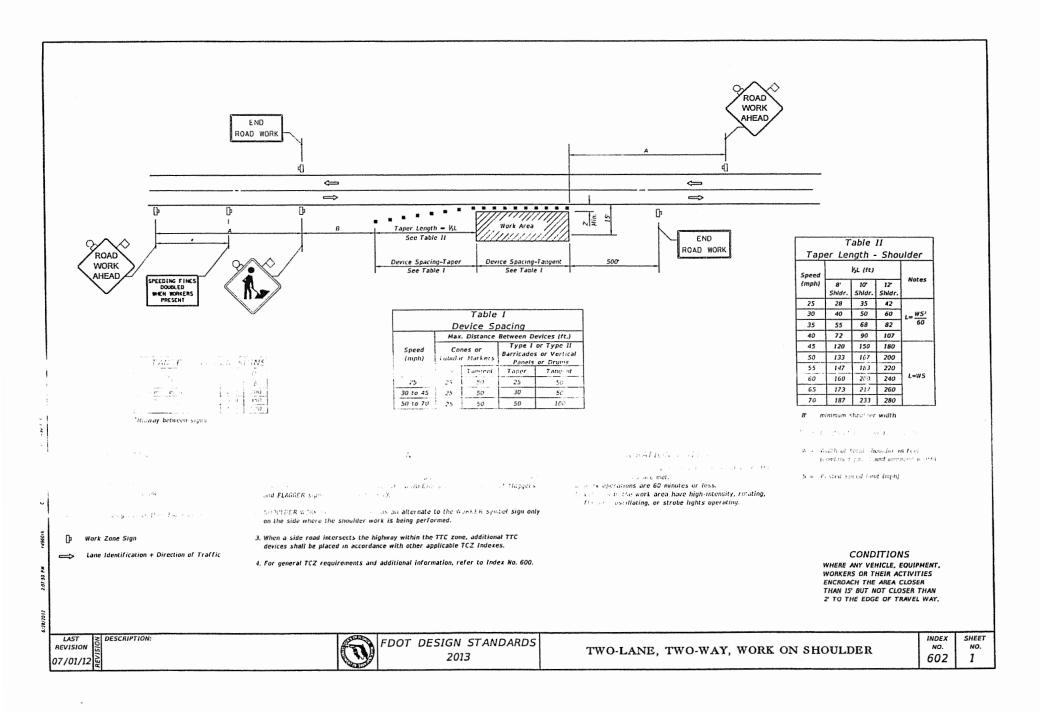
FDOT 2014 **DESIGN STANDARDS** GENERAL INFORMATION FOR TRAFFIC CONTROL THROUGH WORK ZONES

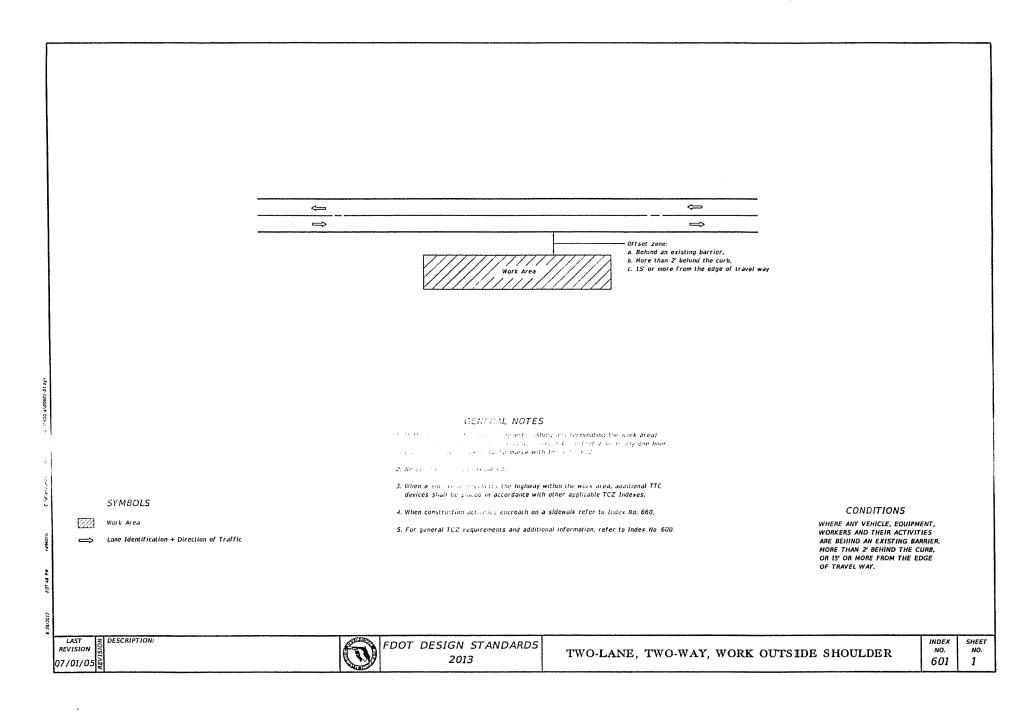
INDEX 600

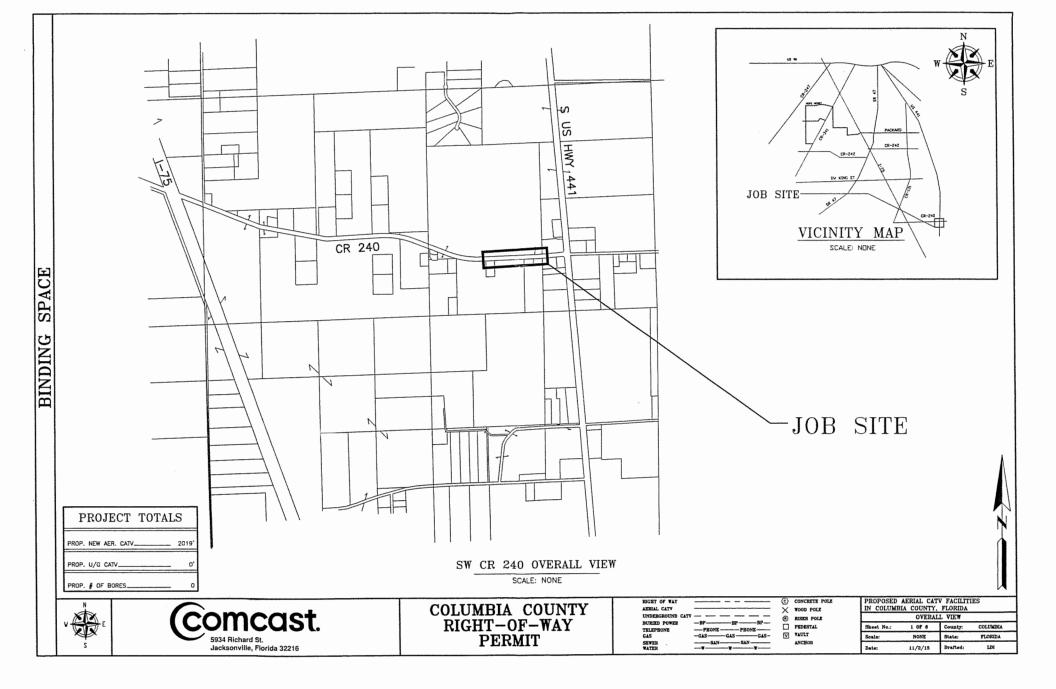
SHEET 2 of 13

REVISION 07/01/13









NOTES

ALL PROPOSED CONSTRUCTION WILL BE PER COLUMBIA COUNTY SPECIFICATIONS AS WELL AS ALL NESC SAFETY CODES.

ALL PROPOSED CATV WILL BE WITHIN THE COLUMBIA COUNTY RIGHT-OF-WAY.

ALL PROPOSED UNDERGROUND CATV WILL BE BURIED A MINIMUM OF 24' DEEP. EXCEPT BORES 48' DEEP.

ALL PROPOSED UNDERGROUND CATY ROAD BORES WILL USE CITY APPROVED DIRECTIONAL BORE MACHINE, AS WELL AS COUNTY APPROVED CONDUIT.

ALL PROPOSED CATY ROAD BORES WILL EXTEND A MINIMUM OF 4' BEYOND THE EDGE OF PAYEMENT.

ALL PROPOSED CATV DRIVEWAY BORES WILL EXTEND A MINIMUM OF 2' BEYOND THE EDGE OF PAVEMENT.

ALL PROPOSED AERIAL WILL BE .700' DIAMETER AND WILL BE LASHED TO .250' STEEL STRAND CABLE USING .125' STD. GALV. LASHING WIRE.

ALL PROPOSED AERIAL CATV CROSSING ROADWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 16'-0'.

ALL PROPOSED AERIAL CATV CROSSING DRIVEWAYS WILL HAVE A MINIMUM MID-SPAN HEIGHT OF 15'-6'.

LOCATES WILL BE REQUIRED IN ALL PROPOSED UNDERGROUND AREAS AT LEAST 48 HRS. PRIOR TO CONSTRUCTION.

NOTIFICATIONS TO ALL UTILITIES INVOLVED WILL BE MADE PRIOR TO CONSTRUCTION.

ALL UTILITIES LOCATED
BY VISUAL INSPECTION, TO
BE VERIFIED BY LOCATES

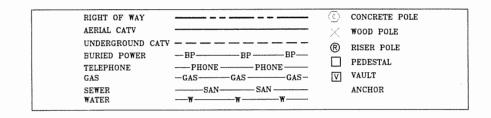
EOT REPRESENTS EDGE OF TRAVEL NOT TRUE EDGE OF PAVEMENT

E/P REPRESENTS THE TRUE EDGE OF PAVEMENT

EOD REPRESENTS THE EDGE OF DIRT

HAND DIG TRENCHES 36" DEEP ACROSS DIRT ROAD

USE CASE 1 MOT







COLUMBIA COUNTY RIGHT-OF-WAY PERMIT RIGHT OF WAY

ASRIAL CATY

UNDERGROUND CATV

BURED FOVER

— FF — BF — BF

— BF — BF

— FRONE — FRONE — FRONE — CAS—

GAS — CAS — CAS

© CONCRETE POLE

X WOOD POLE

RISER POLE

PEDESTAL

VAULT

IN COLUMBIA COUNTY, PLORIDA

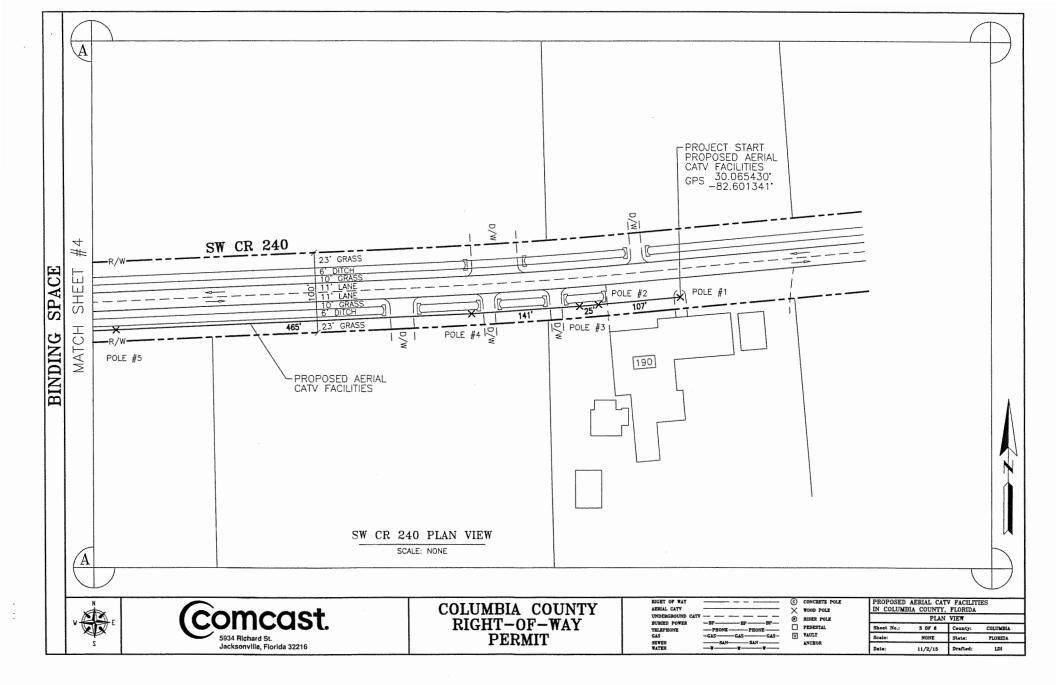
NOTES

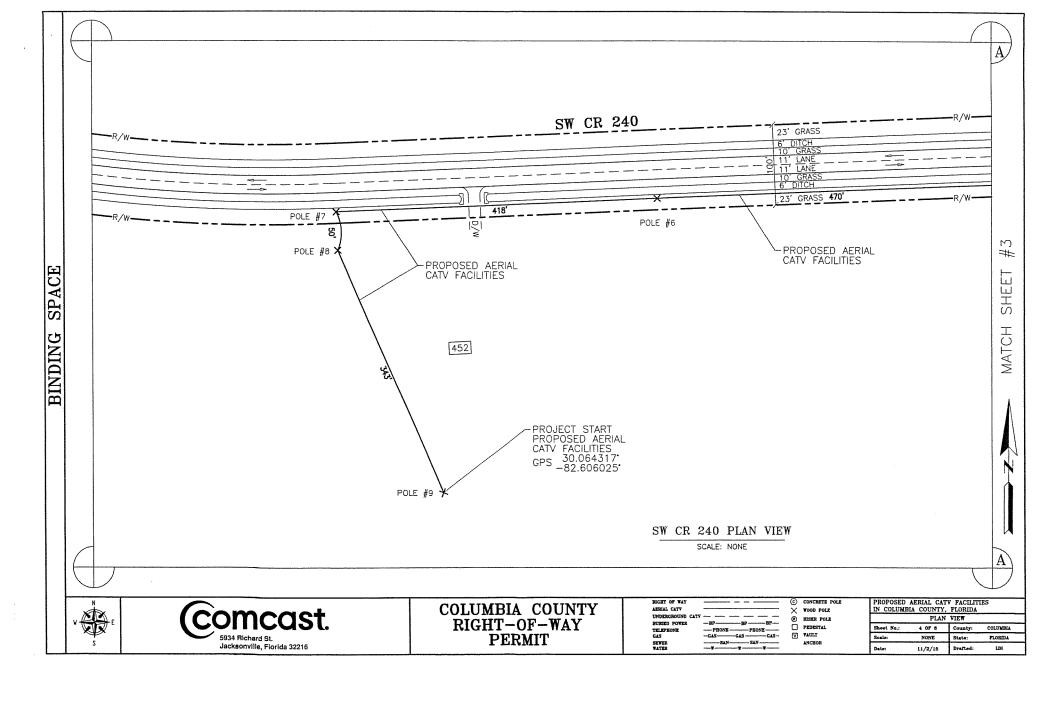
Sheet No.: 2 OF 6 County: COLUMBIA

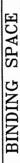
Scale: NONE State: FLORIDA

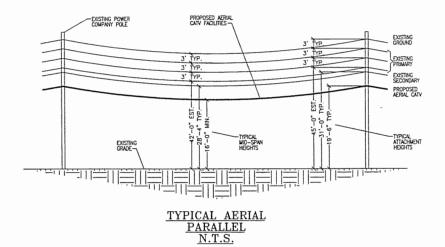
Data: 11/2/15 Drafted: LDI

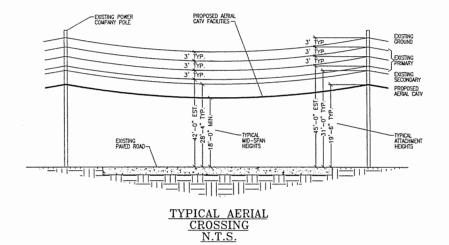
PROPOSED APPIAL CATY FACILITIES













COLUMBIA COUNTY RIGHT-OF-WAY PERMIT

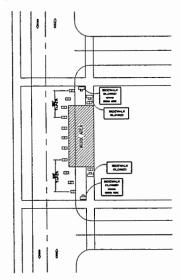
RIGHT OF WAY	
ARRIAL CATY	
UNDERGROUND CATY	
BURIED POWER	—BPBP
	PRONEPRONE
CAS	-GASGASGAS
SEWER	

0	CONCRETE POLE
X	WOOD POLE
(8)	RISER POLE
	PEDESTAL
V	VAULT

PROPOSED IN COLUMB			IES		
	PLAN VIEW				
Sheet No.:	5 OF 6	County:	COLUMBIA		
Scale:	NONE	State:	FLORIDA		
Date:	11/2/15	Drafted:	LDI		

SW CR 240 COUNTY PERMIT MOT CASES

MID-BLOCK SIDEWALK CLOSURE



GENERAL NOTES

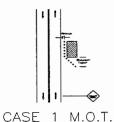
- UN STRELIS.

 2. TEMPORATY MALKWAYS SHALL BE A MINIMUM OF 4' WIDE AND KEPT FREE OF ANY OBSTRUCTIONS AND HAZARDS SUCH AS HOLES, DEBRIS, MAD, CONSTRUCTION ECOUPMENT, STORED MATERIALS AND ETC.

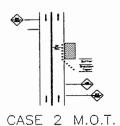
 (FOR DETAILS SEE INDEX 800)
- 4. THE ST. JOHNS COUNTY PROHBITS MIDBLOCK CROSSING OF PEDESTRUMS, WHEN AN ALTERNATE ROUTE IS NOT FEASIBLE, CONTRACTOR SHALL PROMOE AN AGA COMPLIANT PEDESTRUM PATHWAY THROUGH THE WORK ZONE WHEN SICEWALK IS CLOSED.

CONDITIONS

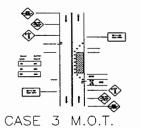
Shoulder Work (2'-15' From the Edge of Pavement) (Maintaining two-way traffic in two travel lanes)



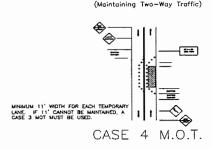
Shoulder Work With Minor Encroachment (Within 2' of the Edge of Pavement)



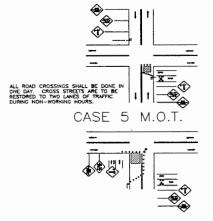
Lane Clasure on a Two-Lane Road (Two Flagger Operation)



Lane Clasure in Advance of an Intersection (Work Area on the Through Road)



Work in Travel Lane or a Minor Urban Street





SIGN SPACING

ROAD TYPE	DISTANCE BETWEEN SICHE				
	A	,	. c		
UREAN (Now speed)	100	100	100		
CARACL (Iving appeal)	360	360	360		
RAL	500	500	500		
E-rossey/fractory	1,000	1,500	2,640		

TAPER LENGTH CRITERIA

TIPE OF TAPER	TAPER LENGTH (L)*		
LICHONG TAPER	AT LEAST L		
SHITTING TAMES	AT LEAST 0.5L		
SHOWADER TAPER	AT LEAST 0.33L		
ONE LANE, TWO MAY TRAFFIC TAPER	100 FT, HUBAN		
CONNETTREM TAPER	100 FT PER LANE		

ORNALAS FOR L ARE AS FOLLOWS

FOR SPEED LANES OF 40 MEN OR LESS

WHERE L - TAPER LENGTH IN FEET W - WOTH OF OFFSET IN FEET S - POSTED SPICED LIMIT

MAINTENANCE OF TRAFFIC REQUIREMENTS

Jacksonville, Fl. 32216

COLUMBIA COUNTY RIGHT-OF-WAY PERMIT

SUBJECT: PROPOSED AERIAL CATV FACILITIES IN
PROPOSED AERIAL
CATV FACILITIES IN

COUNTY:	COLUMBIA
STATE:	FLORIDA
SHEET NO.:	6 of 6
DATE:	11/2/15
NODE:	LC017
DRAFTED BY:	LDI

BOARD OF COUNTY COMMISSIONERS © COLUMBIA COUNTY

AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: November 12, 20	15	Meeting Date: Novem	per 19, 2015	
Name: Kevin Kirby		Department: Operations		
Division Manager's Signature	::_ <i> </i>			
1. Nature and purpose of age	•	it		
Attach any correspondence i memorandums, etc.	nformation, docume	nts and forms for action	i.e., contract agreements, quotes,	
2. Fiscal impact on current be	udget.			
Is this a budgeted item?	☑ N/A			
	Yes Accoun	t No		
	☐ No Please lis	t the proposed budget a	mendment to fund this request	
Budget Amendment Number		manana.		
FROM		<u>TO</u>	<u>AMOUNT</u>	

For Use of County Manger Only:

(Consent Item [] Discussion Item

COLUMBIA COUNTY BOARD OF COUNTY COMMISIONERS UTILITY PERMIT

Date: 11-12-15 Permit No. County Road 1152 Sw Business Point Dr. Section No. 2902000
Permittee At&t Authorized Agent Rebecka Bonts Email: RBonts@UCSeng.com Address 7011 AC Skinner Prkwy suite 150 Jacksonville, Fl. 32256 Telephone Number 904-330-3808
Requesting permission from the Columbia County Board of County Commissioners, hereinafter called the County, to contract, operate and maintain:
At&t to place 2929' of fiber cable buried @ 30" min depth. @ 1152 SW Business Point Dr.
Submitted for the Utility Owner by: Rebecka Bonts AT&T Authorized Agent
Typed Name & Title Signature Date
1. Permittee declares that prior to filing this application it has determined the location of all existing utilities, both aerial and underground and the accurate locations are shown on the plans attached hereto and made a part of this application. Proposed work is within the corporate limits of Municipality: YES () NO (x). If YES: LAKECITY () FORT WHITE (). A letter of notification was mailed on
2. The Columbia County Public Works Director shall be notifies twenty-four (24) hours prior to starting work and again immediately upon completion of work. The Public Works Director is <u>Kevin Kirby</u> , located at <u>P.O. Box 969, Lake City, FL 32056</u> Telephone Number (386) 752-5955. The PERMITTEE's employee responsible for Maintenance of Traffic is <u>Mike Brown</u> , Telephone Number (352) 336-5508 (This name may be provided at the time of the 24 hour notice to starting work).
3. This PERMITTEE shall commence actual construction in good faith within days after issuance of permit, and shall be completed within days after permitted work has begun. If the beginning date is more than 60 days from date of permit approval, then PERMITTEE must review the permit with the Columbia County Public Works Director to make sure no changes have occurred in the transportation facility that would affect the permitted construction.
4. The construction and maintenance of such utility shall not interfere with the property and rights of a prior PERMITTEE.
5. It is expressly stipulated that this permit is a license for permissive use only and that the placing of utilities upon public property pursuant to this permit shall not operate to create or vest any property right in said holder.
6. Pursuant to Section 337.403(1), Florida Statutes, whenever necessary for the construction, repair, improvement, maintenance, safe and efficient operation, alteration or relocation of all, or any portion of said transportation facility as determined by the Columbia County Public Works Director and/or County Engineer, any or all utilities and appurtenances authorized hereunder, shall be immediately removed from said transportation facility or reset or relocated thereon as required by the Columbia County Public Works Director and/or County Engineer and at the expense of the PERMITTEE.

Utilities Permit Revised: 08-28-00

- 7. In case of non-compliance with the County's requirements in effect as of the approval date of this permit, this permit is void and the facility will have to be brought into compliance or removed from the right of way at no cost to the County.
- 8. It is understood and agreed that the rights and privileged herein set out are granted only to the extent of the County's right, title and interest in the land to be entered upon and used by the PERMITTEE, and the PERMITTEE will, at all times, and to the extent permitted by law, assume all risk of and indemnify, defend, and save harmless the Columbia County Board of County Commissioners from any and all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercise by said PERMITTEE of the aforesaid right and privileges.
- 9. During construction, all safety regulations of the County shall be observed and the PERMITTEE must take measures, including placing and the display of safety devices that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on the Uniform Traffic Control Devices, as amended for highways.

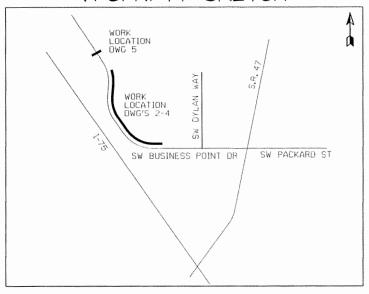
10. Should the PERMITTEE be desirous of keeping its utilities in place and out of service, the PERMITTEE, by execution of this permit acknowledges its present and continuing ownership of its utilities located between and within the
County's right of way as set forth above. PERMITTEE, at its sole expense, shall promptly remove said out of service utilities whenever Columbia County Public Works Director and/or County Engineer determines said removal is in the public interest.
11. Special instruction: Minimum cover of thirty inches (30") will be required at all locations. Columbia County will not be financially responsible for any damage to facilities with less than thirty inch (30") cover. Cables shall not be located within driveway ditches.
12. Additional Stipulations:
It is understood and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these special instructions.
Submitted By: Rebecka Bonts Place Corporate Seal
Permittee Attes
Signature Title: AT&T Authorized Agent

Utilities Permit Revised: 5/4/99

Recommended for Approval
Signature:
Title: Ass Consty Maria
Date : 12-15
Approved by Columbia County Board of County Commissioners:
YES () NO ()
Date Approved:
Chairman's Signature

peid 2, 15

VI CI NI TY SKETCH



PERMIT NOTES:

AT&T PROPOSES TO PLACE THE FOLLOWING TELEPHONE FACILITIES:

2929' OF FIBER OPTIC TELE, CABLE (BURIED ENVIRONMENT)

PRIMARY METHOD OF PLACEMENT WILL BE MECHANICALLY PLACED, UNLESS NOTED OTHERWISE.

CONTACT INFORMATION FOR THE AT\$T BUILD SUPERVISORS HIKE DUGAN (904) 693-1786

CONTACT INFORMATION FOR THE ATHT FACILITIES INSTALLER (CONTRACTOR): DANELLA CONSTRUCTION CORP. OF FLORIDA, INC. JAT FELTON (904) 264-0361 (office)

NOTE TO PERMITTING AGENCY:

THE BELOM INFORMATION IS THE ORIGINAL DRAFT PERSON HHO HAS DETAILED FIELD KNOWLEDGE OF THE PROPOSED WORK TO BE PERFORMED ON THIS PERMIT REQUEST, AND SHOULD BE THE FIRST POINT OF CONTACT WITH OUESTIONS REGUARDING THESE FIELD CONDITIONS AND/OR CORRECTIONS TO THIS PERMIT REQUEST.

UC/SYNERGETIC

UC SYNERGETIC 2102 CAMBRIDGE BELTWAY DR CHARLOTTE, NC 28273

> UCS DESIGNER: MARK HERREN 904-330-3804

MAINTENANCE OF TRAFFIC

WORKERS WILL UTILIZE M.O.T. CASE #602 FOR THE PROPOSED WORK SHOWN THROUGHOUT THESE DRAWINGS.

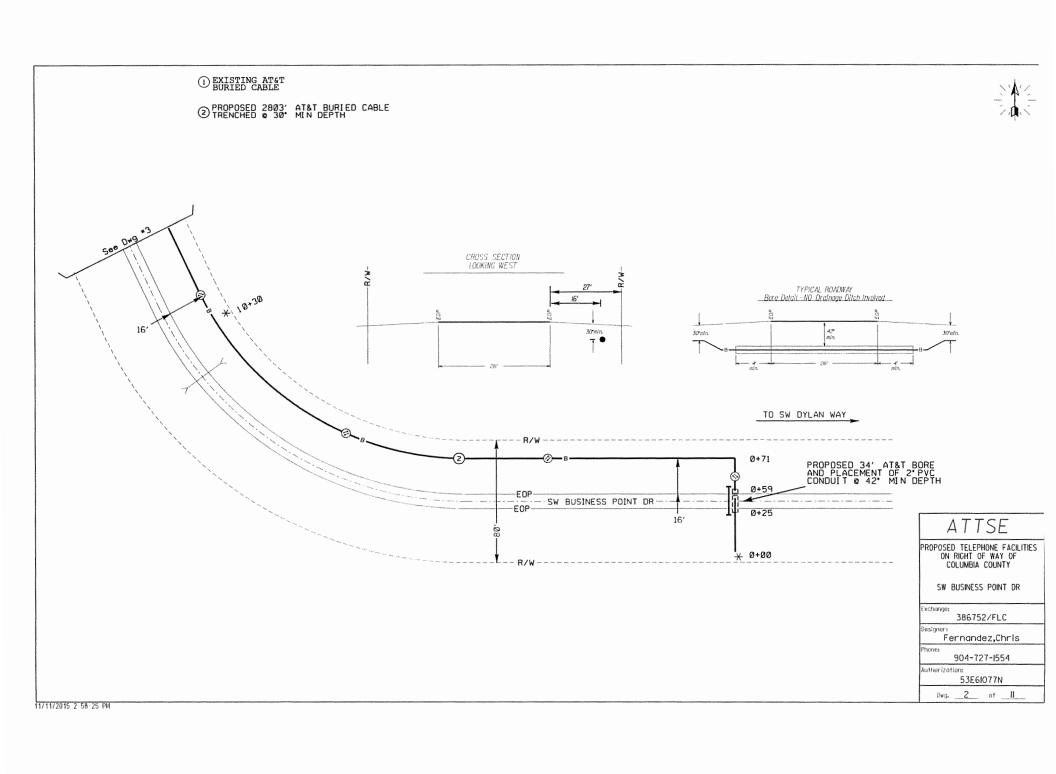
SEE DRAWING 6

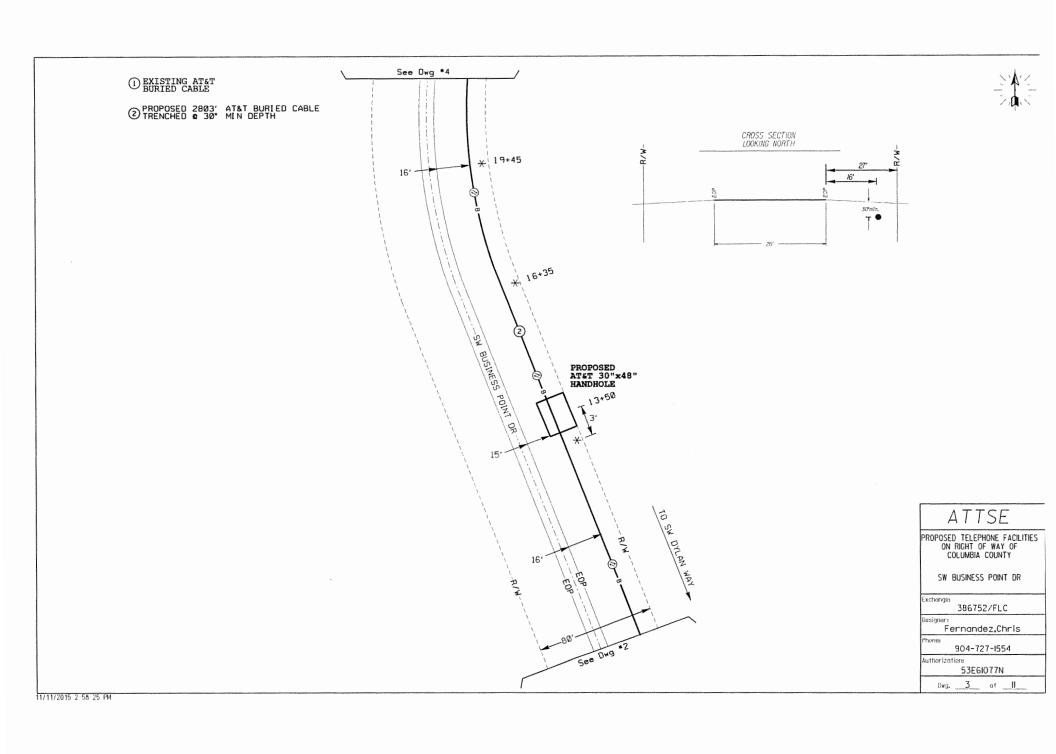
FOR THE M.OT. REFERRENCES

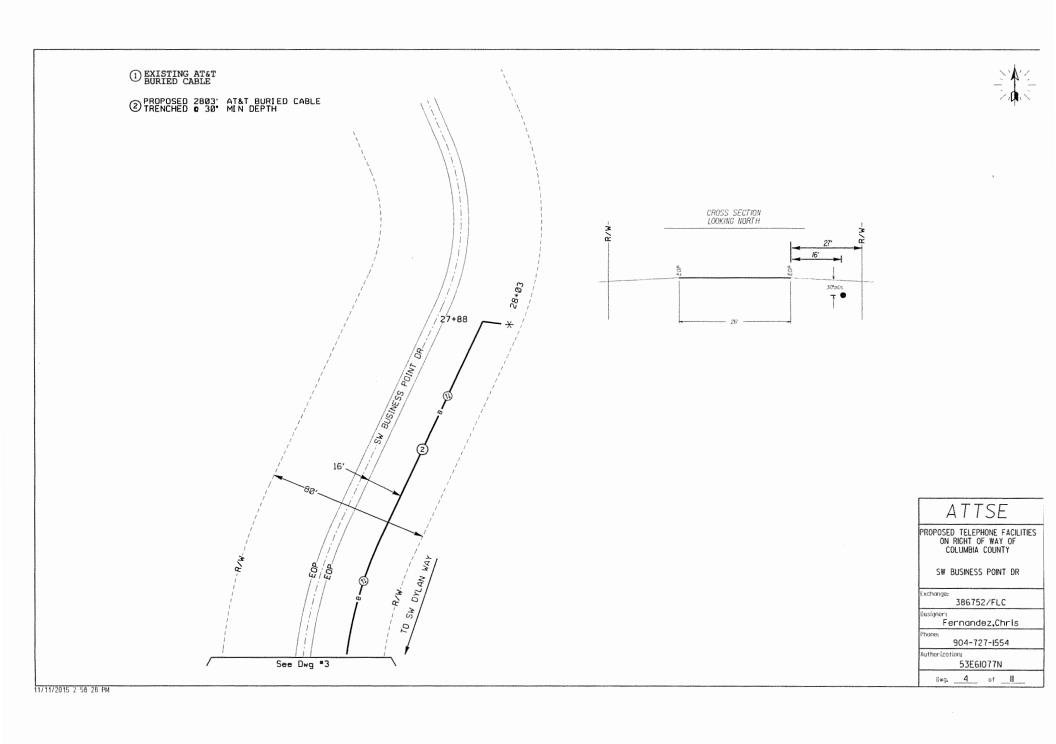


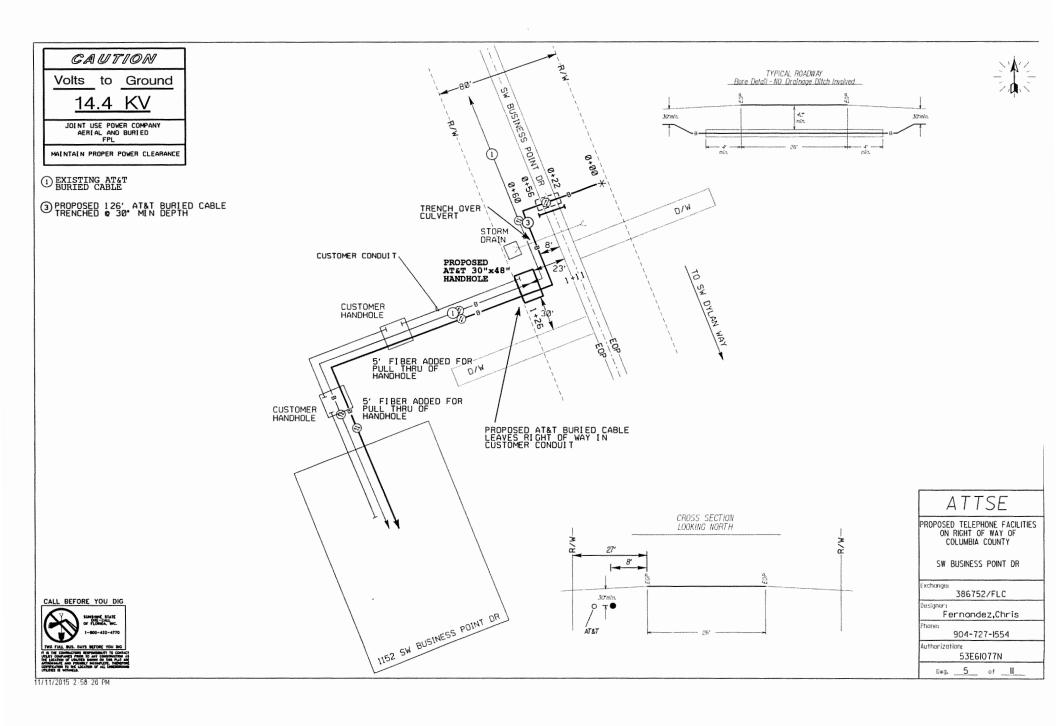
SYMBOL LEGEND			
Proposed	Existing	Description	
		AERIAL CABLE	
— в —	В ———	BURIED CABLE	
—— BJ ———	——BJ——	BUR JOINT-TRENCH	
•	0	BST POLE	
*	*	POWER POLE	
─ ─<		ANCHOR & GUY	
— ← PB	—← PB	PUSH BRACE	
		ENCLOSURE	
₽□	ŧ	ENCLOSURE	
		MANHOLE	
		PIPE/CONDUIT	
CA-MKR	CA-MKR	CABLE MARKER	
~~~	~~~	AERIAL SVC WIRE	
8	B	BURIED SVC WIRE	
	BJ	JOINT-TRENCH SVC	
	N/A	BORE	
7////	N/A	CUT PAVEMENT	
[]	N/A	SPLICING PIT	
200'0(24')	N/A	TRENCH LENGDEPTH	

ATTSE
PROPOSED TELEPHONE FACILITIES ON RIGHT OF WAY OF COLUMBIA COUNTY
SW BUSINESS POINT DR
Exchange:
386752/FLC
Designer:
Fernandez,Chris
Phone:
904-727-1554
Authorization:
53E6I077N
Dwg.   of

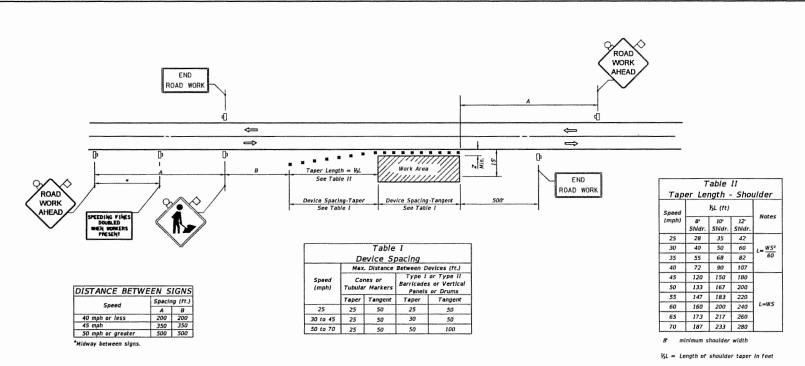












SYMBOL5

Work Area

Sign With 18" x 18" (Min.) Orange Flag And Type B Light

- Channelizing Device (See Index No. 600)
- work Zone Sign
- → Lane Identification + Direction of Traffic

## GENERAL NOTES

- When four or more work vehicles enter the through traffic lanes in a one hour period or less (excluding establishing and terminating the work area), the advanced FLAGGER sign shall be substituted for the WORKERS sign. For location of flaggers and FLAGGER signs, see Index No. 603.
- SHOULDER WORK sign may be used as an alternate to the WORKER symbol sign only on the side where the shoulder work is being performed.
- When a side road intersects the highway within the TTC zone, additional TTC devices shall be placed in accordance with other applicable TCZ Indexes.
- 4. For general TCZ requirements and additional information, refer to Index No. 600.

## **DURATION NOTES**

- Signs and channelizing devices may be omitted if all of the following conditions are met:
- Work operations are 60 minutes or less.
   Nehicles in the work area have high-intensity, rotating, flashing, oscillating, or strobe lights operating.
- W = Width of total shoulder in feet (combined paved and unpaved width)
- S = Posted speed limit (mph)

## CONDITIONS

WHERE ANY VEHICLE, EQUIPMENT, WORKERS OR THEIR ACTIVITIES ENCROACH THE AREA CLOSER THAN 15' BUT NOT CLOSER THAN 2' TO THE EDGE OF TRAVEL WAY.

LAST REVISION 07/01/12 DESIGN STANDARDS

2015
TWO-LANE, TWO-WAY, WORK ON SHOULDER
NO. NO. 1 of 1

PROPOSED TELEPHONE FACILITIES
ON RICHT OF WAY OF
COLUMBIA COUNTY

SW BUSINESS POINT DR

Exchange:
386752/FLC
Designer:
Fernandez,Chris
Phone:
904-727-1554
Authorization:
53E61077N

Bwg. 6 of 11

11/11/2015 2 58 28 PM

## **BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date:	Meeting Date: 11/19/15	
Name: Ben Scott	Department: Administration	1
Division Manager's Signature:	Ben Sug	
	item: Memorandum of Understanding - Plum Creek L	
Columbia County Board of County Com	missioners and Tampa Port Authority	
Attach any correspondence info	mation, documents and forms for action i.e.,	contract agreements, quotes,
2. Fiscal impact on current budg	et.	
Is this a budgeted item?	✓ N/A	
	Yes Account No	
	$\square$ No Please list the proposed budget amer	ndment to fund this request
Budget Amendment Number:		
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

igwedge Consent Item [ ] Discussion Item

# MEMORANDUM OF UNDERSTANDING BETWEEN PLUM CREEK LAND COMPANY, COLUMBIA COUNTY, FLORIDA AND PORT TAMPA BAY

THIS MEMORANDUM OF UNDERSTANDING ("Memorandum") is made and executed by and between Plum Creek Land Company, a Delaware corporation, Columbia County, Florida, a political subdivision of the State of Florida (the "County"), and the Tampa Port Authority d/b/a Port Tampa Bay, a body politic and corporate existing under and by virtue of the Laws of the State of Florida, in order to form a strategic partnership to enhance economic development and global commerce in North Florida.

WHEREAS, significant growth in international commerce is expected for the foreseeable future and drives the need for cooperation between the port and inland locations in order to maximize economic development, achieve efficient use of resources and ensure effective delivery of goods; and

WHEREAS, cooperative agreements facilitate information sharing and open dialogue, which allow stakeholders to benefit from wide ranging expertise and information concerning situations or challenges as they are occurring; and

WHEREAS, longer term benefits of cooperation can prevent or diminish obstacles to achieving an efficient port corridor supply chain to inland locations; and

**WHEREAS**, the development and location of import distribution centers within proximity to a deep water port is a key catalyst for increased ship service.

**NOW, THEREFORE**, in consideration of the mutual provisions hereinafter contained, the parties indicate and memorialize their mutual understanding as follows:

## I. SCOPE

- A. This Memorandum sets forth the basis of mutual understanding between the parties to explore the benefits of a strategic partnership for the purpose of enhancing global commerce between the Port Tampa Bay corridor supply chain and Plum Creek Land Company's North Florida INTERMODAL PARK® in Columbia County, Florida.
- B. This understanding will be ongoing until and unless any one of the parties withdraw by giving thirty (30) days written notification to the other parties' primary point of contact and liaison identified in Section C(7) below.
- C. The following sets forth the intent of the parties:
  - 1. The parties agree to share information that may assist the parties in the joint marketing of one another's locations.
  - 2. The parties agree to prioritize one another's locations in marketing and promotion efforts to attract and maintain global businesses. The parties agree to meet and communicate regularly and more frequently as needed to share best practices, educate prospective businesses, and identify new opportunities for mutual benefit. The parties share interest in promoting opportunities that have the

potential to increase business for Port Tampa Bay while increasing employment and investment in Columbia County at Plum Creek Land Company's North Florida INTERMODAL PARK®. In this manner, the parties intend to form an informal marketing alliance, which is designed to result in the development of a key inland connection to the port. The types of marketing and promotion activities envisioned by the parties include, but are not limited to, website promotion, references in marketing presentations and brochures, and joint participation in outreach events. Outreach events are expected to include trade shows as well as meetings with importers/exporters, site selection influencers, foreign direct investment candidates, commercial real estate brokers and economic development professionals. The parties agree to invite each other to party-sponsored public events where prospects of mutual interest are in attendance.

- 3. To the extent each party is able, the parties agree to provide one another with timely information to improve international commerce through the Port Tampa Bay corridor supply chain.
- 4. To the extent each party is able, the parties agree to meet on a periodic basis to discuss needs associated with Port Tampa Bay and inland port logistics, and the development of plans intended to meet logistics needs.
- 5. To the extent each party is able, the parties agree to identify and discuss strategies to stimulate intermodal transport and optimum use of the intermodal system, including meetings with rail and other transportation-related companies.
- 6. To the extent each party is able, the parties agree to highlight one another's cooperation and successes through internal and external communications.
- 7. The parties agree to identify a staff representative as a primary point of contact and liaison for each party.

Columbia County	Port Tampa Bay
By: County Official	By: <u>Aul Cudeu</u> m Chief Executive Officer
Date:	Date: 10/27/15
Plum Creek Land Company	
By: Corporate Officer	
Date: /0/5/15	

## **BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

## AGENDA ITEM REQUEST FORM

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Today's Date: <u>11/9/2015</u>		Meeting Date: 11/19/2015	
Name: Ray Hill		Department: Purchasing	
Division Manager's Signature: _	Ben &	COT	
1. Nature and purpose of agend	a item: Approve low	quote for a fuel and lube body from General Truck in th	e amount
of \$67,800.			
Attach any correspondence info	rmation, documen	ts and forms for action i.e., contract agreem	ents, quotes,
2. Fiscal impact on current budg	get.		
Is this a budgeted item?	□ N/A		
	✓ Yes Account	No. 101-8400-584-9097	
	□ No Please list	the proposed budget amendment to fund the	his request
Budget Amendment Number:		_	
FROM		<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [ ] Discussion Item

District No. 1 - Ronald Williams

District No. 2 - Rusty DePratter

District No. 3 - Bucky Nash

District No. 4 - Everett Phillips

District No. 5 - Scarlet P. Frisina



## BOARD OF COUNTY COMMISSIONERS . COLUMBIA COUNTY

Memo

Date: 11/9/2015

To: Board of Commissioners

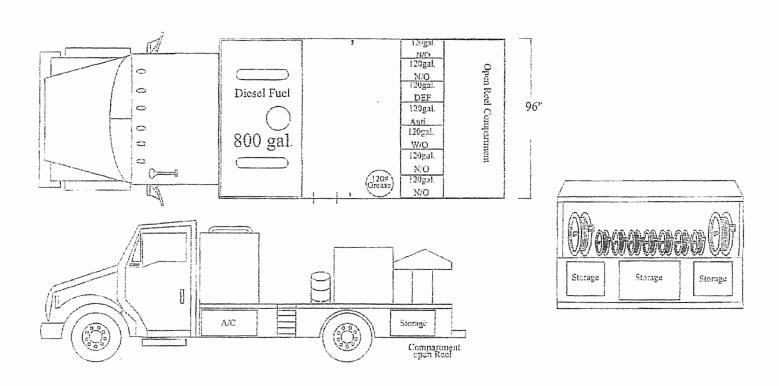
From: Ray Hill, Purchasing Director

**RE:** Approve Low Quote for Purchase of a Fuel and Lube Body

I was asked by the Public Works Department to solicit Sealed Bids for the purchase of a Fuel and Lube Body to be attached to a previously purchased truck chassis. I did this following Purchasing Policy. However, no bids were received.

In an effort to meet the requirements of the Public Works Department, Dewey Moore and I reviewed cooperative contracts and solicited quotes from providers in the region.

I have attached the two quotes we were able to obtain for your review. It is our recommendation to accept the low bid from General Truck in Jacksonville, Florida.



....

## RE: LUBE BODY/COLUMBIA

## OIL SYSTEM

- 3-203876 Graco 5:1 Oil Pump
- 3- CO7 Regulator
- 3-327033 Adapters
- 3- Alemite 3671 Meters
- 3- Alemite 50' x 1/2" Oil Reels
- 3- NPN Hose Kit
- 3- NPN Ball Valves & Nipples

## ANTI-FREEZE OR H2O SYSTEM

- 1-3/8" Diaphragm Pump
- 1- Alemite 50' x 3/8" Reel
- 1- NPN Conn. Hose Kit
- 1- 180685 Nozzle
- 1- C07 Regulator
- 1-327033 Adapter
- 1- NPN Pick Up Kit

## **DEF SYSTEM**

- 1-3/8" DEF Pump
- 1- Reelcraft 50' Reel
- 1- Regulator
- 1- Nozzle and Swivel
- 1- Conn. Hose Kit

## **CHASSIS SYSTEM**

- 1-8559-B 50:1 400 lb. Pump
- 1- Alemite 50' x 3/8 HP Reel
- 1- NPN Conn. Hose Kit
- 1- C07 Combo
- 1-242056 Control w/Swivel
- 1- Tie Downs

## AIR SYSTEM

- 1- TPL Hydraulic Compressor
- 1- NPN Air Manifold Kit
- 1- Alemite 50' x 1/2" Air Reel

## WASTE OIL

- 1-1" Diaphragm Pump
- 1-1" x 30' Alemite Waste Oil Reel
- 1- NPN Y-Strainers
- 1- NPN Conn. Hose Kits
- 1-1/2" Regulators
- 1-4 Way Valves

## **FUEL SYSTEM**

- 1- Hyd. Fuel Pump
- 1-1" Fuel Reel w/50' Hose
- 1-1" Fuel Meter
- 1- NPN Connecting Hose

## TANKS WITH VENT FILL

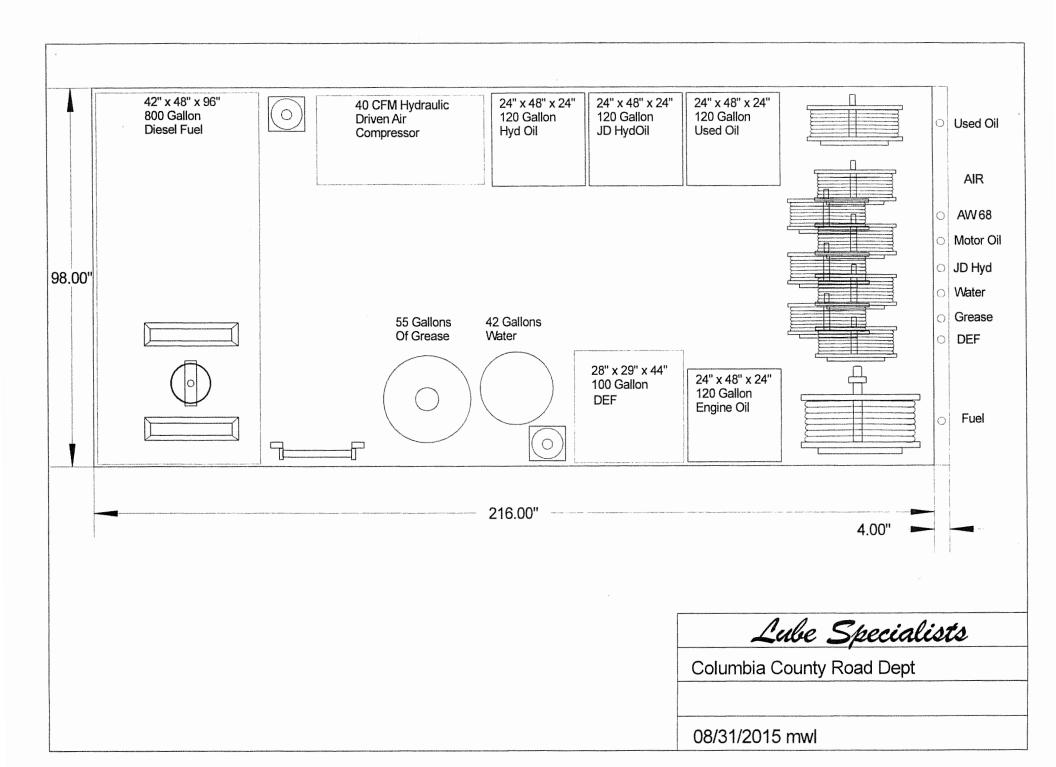
- 3- 120 Gallon Oil
- 1-120 Gallon H20
- 1-120 Gallon Waste
- 1- 120 Gallon Stainless DEF
- 1-800 Rectangle Diesel Tank
- 1- Light Reel
- 6- LED Flood Lights

## PTO UNIT FOR AUTO TRANS.

1-18' Flatbed with Flip Down Ladder Side Access, and Open Reel Compartment, Rainshield Over Reels

## Paint Body White or Black

- 2- Storage Boxes Down Side
- 2- New and Used Filter Storage Box at Rear Bumper
- 1- Catch Pan Box at Rear





P. O. Box 220 Lake City, FL 32056 Ph 386-755-3810 Fax 386-755-5927

August 31, 2015

Nextran Lake Citv, Florida

SUBJECT: COLUMBIA COUNTY LUBE FUEL TRUCK

Lube Specialists is pleased to quote on your requirements for a new lube fuel truck. Customers like Nextran allow us to stay in business fulfilling their needs for lube and fueling equipment.

## LUBE TRUCK SPECIFICATIONS

## TRUCK BED

Bed will be constructed with C 4" x 5.4 pounds per foot channel cross members, on 12" centers, and long sills with C 6" x 13.0 Lb. Channel, with gussets ever 2' along long sills. Top plate will be 1/4" continuous in length with no seams. Bed measures 98" wide x 18' long, bed will be mounted to truck frame with U Bolts, and mounted on a cushion of perma slat.

## FUEL SYSTEM

Fuel will be contained in a fuel tank measuring 42" high 48" wide 96" long totaling 800 Gallons. Tank will be constructed with 1/4" A-36 hot rolled carbon steel plate welded inside and outside with baffle and cross baffles, 10" vent and pressure relief fill hatch, with roll over protection and DOT Placards. Fuel will be pumped with an Air driven Graco pump delivering about 20 to 30 Gallons per minute. Fuel will be filtered and metered With a Fill Rite 901 meter. Fuel will be delivered through a hose reel with 50' 1" fuel hose, Ball stop, and automatic nozzle, reel will be Hannay N800-25-26BTR spring rewind.

## **GREASE SYSTEM**

Grease will be pumped with a Graco 50:1 Air Driven grease pump with a 400 Lb. Drum cover and Tie downs. Grease will be delivered through a Hannay N515-19-20JTR hose reel with 50' 3/8" high-pressure hose, swivel, and 740-control valve.

## AIR SYSTEM

Air compressor will be a Vanair Hydraulic Driven 40 ACFM delivery @ 175 PSI, With an ASME 30-Gallon tank, all controls will be mounted on the bed surface for operator friendly operation. Air will be filtered, regulated, and lubricated and piped to an ASME 30-Gallon tank. With a Hannay N716-19-20JTR hose reel for 50' 1/2" hose and quick disconnect.

## OIL SYSTEMS

Motor Oil, JD Hydraulic, Hydraulic oil will be in a 120 Gallon tank, constructed out of 1/4" plate welded inside and outside with sight glasses, a 2" fill and vented fill port, the 3 oil products will be pumped with a Graco 203876 Air driven oil pump delivered through a N716-19-20JTR Hannay hose reel with 50' 1/2" hose with a Graco Hydraulic, gear oil and Motor Oil will be a metered control valve.

## WATER SYSTEM

Water will be contained in 42-Gallon pressurized Galvanized tank. Water will be delivered through a Hannay N716-19-20JTR reel with 50' 1/2" hose with Bibb Cock.

## **USED OIL RECOVERY**

Used oil will be contained in a 120-Gallon tank constructed out of 1/4" plate welded inside and outside with sight glasses, a 2" fill and vented fill port, and will be loaded and unloaded with a Graco DB3525 double diaphragm Pump. With an FMM-M 1 1/2" reversing valve. Oil will be delivered through a N818-25-26JTR Hannay hose reel with 30' 1" hose and recovery wand.

## DIESEL EXHAUST FLUID (DEF) SYSTEM

DEF will be contained in a 100 gallon Poly tank with a galvanized 100% containment tank with double tie downs. DEF will be delivered through a Hannay N716-19-20-10.5ATR with Stainless steel internals reel, with Graco DEF or Urea pump, (part number 24G745) with 50' 1/2" DEF Hose, with an SS OPW 11AP Nozzle.

## ACCESSORIES

2- Steel filter storage boxes. Two fire extinguishers, ladder, work lights, oil dip containment bar, All dot lighting, Lube fuel body painted with single stage urethane paint standard color white, and all necessary hoses, fittings and labor for a complete lube fuel unit. After completion of the Lube Truck, we would like you to furnish us with the products that you will be using or we can buy locally and charge you actual cost on these products to check operation of the systems.

## TOTAL PRICE PLUS ANY APPLICABLE TAXES \$71,675.00

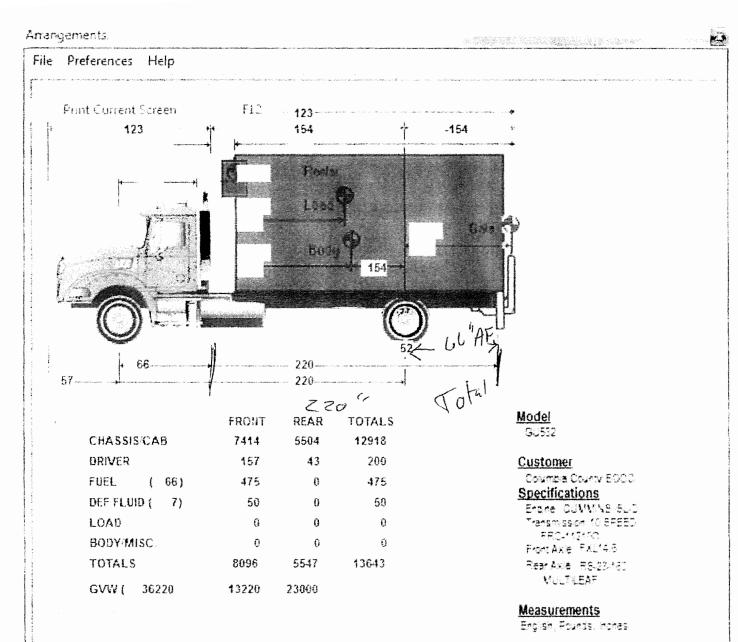
Terms: Net

F.O.B.: Shipping Point Delivery: As scheduled

Total weight loaded should be 22/700 Lbs. weight is plus your chassis.

If you have any questions please give me a call at 1-800-289-5823, and again thank you for all the opportunity for your business.

Best regards, Mike Lominack President



Dimensions are accurate to within a fraction of an inch. See chassis sheet for actual dimensions.

CURRENT FIELD: CAB TO BODY

Version 6.1.0.3

16B AJI

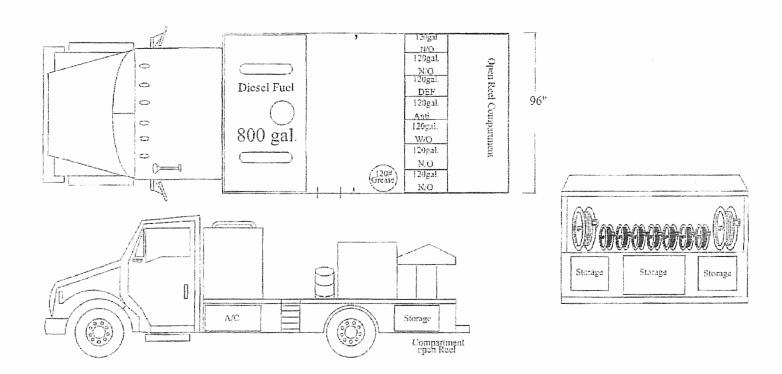
AJKF0079:

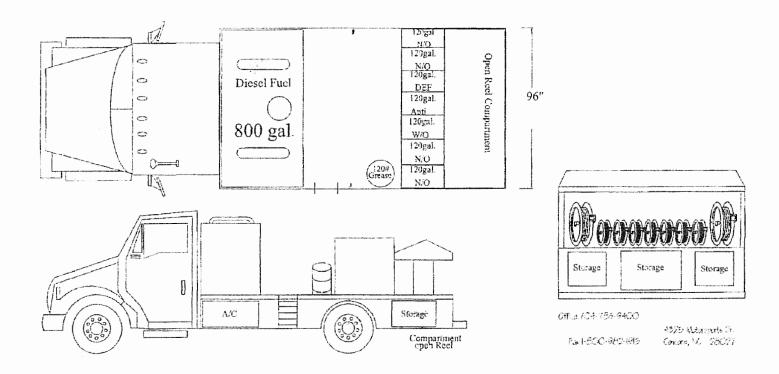
FINAL WHEELBASE/PLATFORM REQUIREMENTS AND FINAL

WEIGHT DISTRIBUTION ARE RESPONSIBILITY OF BODY

MANUFACTURER/INSTALLER

WEIGHTS LISTED ARE SUBJECT TO 2% VARIABLE







September 4, 2015

Robert

Nextran

RE: LUBE BODY/COLUMBIA

#### OIL SYSTEM

- 3- 203876 Graco 5:1 Oil Pump
- 3- CO7 Regulator
- 3-327033 Adapters
- 3- Alemite 3671 Meters
- 3- Alemite 50' x 1/2" Oil Reels
- 3- NPN Hose Kit
- 3- NPN Ball Valves & Nipples

## ANTI-FREEZE OR H2O SYSTEM

- 1-3/8" Diaphragm Pump
- 1- Alemite 50' x 3/8" Reel
- 1- NPN Conn. Hose Kit
- 1- 180685 Nozzle
- 1- CO7 Regulator
- 1-327033 Adapter
- 1- NPN Pick Up Kit

## **DEF SYSTEM**

- 1-3/8" DEF Pump
- 1- Reelcraft 50' Reel
- 1- Regulator
- 1- Nozzle and Swivel
- 1- Conn. Hose Kit

## CHASSIS SYSTEM

- 1-8559-B 50:1 400 lb. Pump
- 1- Alemite 50' x 3/8 HP Reel
- 1- NPN Conn. Hose Kit
- 1- CO7 Combo
- 1- 242056 Control w/Swivel
- 1- Tie Downs

## AIR SYSTEM

- 1- TPL Hydraulic Compressor
- 1- NPN Air Manifold Kit
- 1- Alemite 50' x 1/2" Air Reel

#### **WASTE OIL**

- 1-1" Diaphragm Pump
- 1-1" x 30' Alemite Waste Oil Reel
- 1- NPN Y-Strainers
- 1- NPN Conn. Hose Kits
- 1-1/2" Regulators
- 1-4 Way Valves

#### **FUEL SYSTEM**

- 1- Hyd. Fuel Pump
- 1-1" Fuel Reel w/50' Hose
- 1-1" Fuel Meter
- 1- NPN Connecting Hose

## TANKS WITH VENT FILL

- 3-120 Gallon Oil
- 1- 120 Gallon H20
- 1- 120 Gallon Waste
- 1- 120 Gallon Stainless DEF
- 1-800 Rectangle Diesel Tank
- 1- Light Reel
- 6- LED Flood Lights

## PTO UNIT FOR AUTO TRANS.

1-18' Flatbed with Flip Down Ladder Side Access, and Open Reel Compartment, Rainshield Over Reels

## Paint Body White or Black

- 2- Storage Boxes Down Side
- 2- New and Used Filter Storage Box at Rear Bumper
- 1- Catch Pan Box at Rear

TOTAL

\$ 67,800.00 Plus tax, if applicable

Sincerely,

GENERAL TRUCK EQUIPMENT & TRAILER SALES, INC.

Jim Porter

Sales Representative

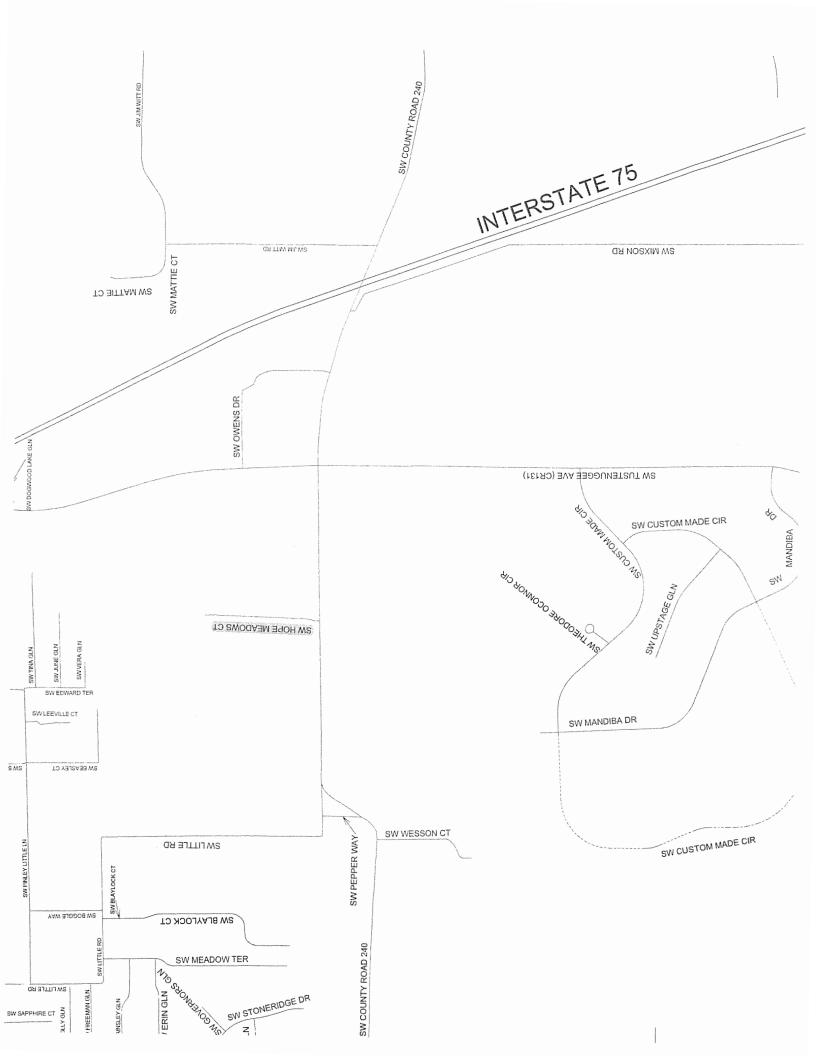
## BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: November 9	, 2015	Meeting Date: November 19, 2015	
Name: Ronal N. Croft		Department: 9-1-1 Addressing / GIS	
Division Managers Signatur	e		
1. Nature and purpose of ag	genda item: Request A	pproval of Private Road Name	
	<del>Va 1,</del>		
Attach any correspondence memorandums, etc.	information, documen	ts and forms for action i.e., contract agre	eements, quotes,
2. Fiscal impact on current b	oudget.		
Is this a budgeted item?	[X] N/A		
	[ ] Yes Account No.		
	[ ] No Please list the	proposed budget amendment to fund the	his request
Budget Amendment Numbe	r:		
FROM		<u>TO</u>	<u>AMOUNT</u>
	For Use of Co	ounty Manger Only:	
	[ ] Consent Item	[ ] Discussion Item	

ID# DIS	OLD NAME	OLD SUFFIX	OLD DRIVING DI	RECTIONS PREF	IX NEW ROAD NAME	NEW SUFFI	NEW DRIVING DIRECTIONS	LOCATION	S-T-R	MB PAGE
3403 5	UNNAMED		S US HWY 441, F TUSTENUGGEE (CR131), R SW C ROAD 240, R UN RD	AVE	HOPE MEADOWS	СТ		RUNS FROM CR240 NORTH TO DEAD END	06-5S-17 54	



## BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

38

## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Yes Account No No Please list the proposed budget amendment to fund this request	Today's Date: 11/12/2015	Meeting Date: 11/19/2015	
1. Nature and purpose of agenda item: To approve the scope of services and contract with National Fire Services  Office in regards to the current operation of the Fire Department and recent changes to the ISO requirements.  Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.  2. Fiscal impact on current budget.  Is this a budgeted item? N/A  Yes Account No  No Please list the proposed budget amendment to fund this request  Budget Amendment Number:  FROM TO AMOUNT	Name: Scott Ward	Department: Administration	
Office in regards to the current operation of the Fire Department and recent changes to the ISO requirements.  Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.  2. Fiscal impact on current budget.  Is this a budgeted item?	Division Manager's Signature	: Smb	-
Attach any correspondence information, documents and forms for action i.e., contract agreements, quotes, memorandums, etc.  2. Fiscal impact on current budget.  Is this a budgeted item?	1. Nature and purpose of age	enda item: To approve the scope of services and contract with National Fire Service	S
memorandums, etc.  2. Fiscal impact on current budget.  Is this a budgeted item?	Office in regards to the current ope	ration of the Fire Department and recent changes to the ISO requirements.	
memorandums, etc.  2. Fiscal impact on current budget.  Is this a budgeted item?			****
Is this a budgeted item?  Yes Account No.  No Please list the proposed budget amendment to fund this request  Budget Amendment Number:  FROM  TO  AMOUNT		nformation, documents and forms for action i.e., contract agreements	s, quotes,
Yes Account No  No Please list the proposed budget amendment to fund this request  Budget Amendment Number:  FROM TO AMOUNT	2. Fiscal impact on current bu	udget.	
Budget Amendment Number:  FROM  TO  AMOUNT	Is this a budgeted item?	☑ N/A	
Budget Amendment Number:  FROM TO AMOUNT		Yes Account No.	
FROM TO AMOUNT		$\square$ No Please list the proposed budget amendment to fund this re	equest
	Budget Amendment Number:	•	
For Use of County Manger Only:	FROM	<u>TO</u> <u>A</u>	MOUNT
For Use of County Manger Only:			
For Use of County Manger Only:			
For Use of County Manger Only:			
		For Use of County Manger Only:	
[ ] Consent Item [ ] Discussion Item			

# **PROPOSAL**

## For

# Columbia County Board of Commission

# **Operational Readiness Review**

November 10, 2015

## **National Fire Services Office**

1620 Airport Road Sylvania, GA 30467 (912) 656- 6703 (912) 857- 6700 Fax

Skip@NFSO.us

#### **GENERAL INFORMATION AND PROPOSAL**

## National Fire Services Office (NFSO)

NFSO offers a unique combination of experience and knowledge. Our personnel have completed extensive research in: the requirements of ISO, water engineering, fire department operations, fire services management, 911 Communications and design, and public safety procedures. Our motto is "Helping Communities Help Themselves." We assist policy makers with the challenges and opportunities a fire department will create. We assist in formulating responses to the new 2015 Insurance Services Offices (ISO) Public Protection Classification (PPC) changes, which will be facing your community. NFSO acts as analysts, catalysts and facilitators. We provide information about specific concerns and their multi-faceted impact on your organization within the community. We offer advice concerning the implementation process of developing improved services which can lead to lower ISO scores. New ISO requirements are calling for critical changes in some areas, yet offering relief in other areas. Only through a comprehensive review of your community's services can responses be designed to address the new challenges and opportunities.

#### PROJECT UNDERSTANDING

Due to the fact that the Insurance Services Offices (ISO) has recently made major changes to the Florida PPC requirements, it is recommended that a review is needed of current fire emergency services. Some of the new ISO changes are creating deficits in services; yet some are creating opportunity for cost savings. Issues concerning: manpower placement; station placement; and apparatus placement must all be reanalyzed to identify if your community is meeting the basic ISO criteria; and/or is it exceeding it. Duplication of apparatus and/or services can create unnecessary expenditures that can cripple a fire department's budget. This review would explore other ISO issues such as: Manpower/Staffing and readiness; the Water delivery strategy; and 911 Communications compliancy.

This review is designed to develop a new delivery strategy in an effort to maintain the current ISO rating and to explore ways to reduce daily operational expenses. This review would also include exploring the possibility of completing a Water Shuttle and/or Extended Hose Lay in an effort to expand the current ISO rate to residents that are over 1,000' of a fire hydrant.

#### PROJECT APPROACH

The project approach consists of five (5) tasks. These tasks are identified in the "Scope of Work" section on the next page.

#### SCOPE OF WORK

## TASK 1. Initial area survey

- 1.1 Review the current: fire station locations; fire apparatus placement; ISO equipment carried; capability to carry additional suppression water; identify the 1.5, 2.5, and 5-road mile delivery response area from each fire station; run reports, fire inspections; public safety educational programs; NIFRS reporting; availability of career staffing; availability of volunteer staffing; paid overtime staffing data.
- 1.2 Contractor will be provided fire response records; training records; fire inspection records; equipment inspection records; public education training records; mapping; and twelve (12) months of paid overtime staffing data; and GIS data as needed.
- 1.3 Contractor will identify areas indicating lacking services; and/or excessive services.

## TASK 2. Primary and Alternate Water Delivery Review

- 2.1 Review the current alternate water strategy.
- 2.2 Identify if new alternate water sources are needed to expand ISO services.
- 2.3 Review the alternate water site usage agreements for ISO compliancy.
- 2.4 Contractor will be provided an updated alternate water site map and GIS data as needed; all water site usage agreements; and records of water site inspections; and hydrant inspections.
- 2.5 Design a plan to deliver water using Tankers and/or Extended Hose Lays to expand the current Class-4 rate into areas within 5-road miles of a fire station, but are located over 1,000 feet from a fire hydrant; these residents are now receiving a Class-8B.

## TASK 3. 911 Communications ISO Compliancy Review

- 3.1 Review the current: capability of dispatching to fire services; the staffing level; the training level; the certification levels of all dispatchers; recertification program; and quality assurance program.
- 3.2 Identify if areas are found deficit.
- 3.3 Contractor will be provided: dispatcher certification information; training information; recertification program information; and quality assurance program information; shift schedules; and twelve (12) months of overtime data.

## TASK 4. <u>Building and Fire Safety Inspections</u>

- 4.1 Review the: adopted building and fire codes; annual fire safety inspections; inspector certifications; format to receive a Certificate of Occupancy; and any quality assurance program.
- 4.2 Review current water delivery strategy
- 4.3 Identify any improvements needed to maintain 100%.
- 4.4 Offer additional strategies to meet the new 100% rule.
- 4.5 Review with the fire department the required changes to meet 100% coverage, the possible impact from these changes, the different methodologies to meet these changes such as: extending a long hose lay, completing a water shuttle, and/or using a hybrid methodology.

## TASK 5. Report

5.1 This information would be compiled into a usable document.

#### FEE AND COMPLETION TIME:

- National Fire Services Office will assist with the above tasks for a cost of: \$ 10,000
- Contract fees would be paid in two payments: a startup payment of \$8,000.
   And the second payment of \$2,000 would become due when the Report is completed.

## FIRE CONSULTANT SERVICES CONTRACT

This agreement made and entered into this 2nd day of December, 2015, by and between the Columbia County Board of Commission and the National Fire Services Office (NFSO). The Columbia County Board of Commission and shall hereafter be referred to as "County" and the National Fire Services Office shall be referred to as "Contractor."

## I. NATURE OF WORK

The Columbia County Board of Commission has asked the National Fire Services Office to review its current fire department delivery strategy in an effort to maintain their ISO rating and to explore ways to save in operational expenses. This review is designed to develop a new delivery strategy in an effort to maintain the current ISO rating and to explore ways to reduce daily operational expenses. This review would also include exploring the possibility of completing a Water Shuttle and/or Extended Hose Lay in an effort to expand the current ISO rate to residents who are over 1,000' of a fire hydrant.

## PROJECT APPROACH

The project approach consists of five (5) tasks. These tasks are identified in the scope of work section below:

## SCOPE OF WORK

## TASK 1. Initial area survey

- 1.1 Review the current: fire station locations; fire apparatus placement; ISO equipment carried; capability to carry additional suppression water; identify the 1.5, 2.5, and 5-road mile delivery response area from each fire station; run reports, fire inspections; public safety educational programs; NIFRS reporting; availability of career staffing; availability of volunteer staffing; paid overtime staffing data.
- 1.2 Contractor will be provided needed; fire response records; training records; fire inspection records; equipment inspection records; public education training records; mapping; and twelve (12) months of paid overtime staffing data; and GIS data as needed.
- 1.3 Contractor will identify areas indicating lacking services; and/or excessive services.

## TASK 2. Primary and Alternate Water Delivery Review

- 2.1 Review the current alternate water strategy.
- 2.2 Identify if new alternate water sources are needed to expand ISO services.

- 2.3 Review the alternate water site usage agreements for ISO compliancy.
- 2.4 Contractor will be provided an updated alternate water site map and GIS data as needed; all water site usage agreements; and records of water site inspections; and hydrant inspections.
- 2.5 Design a plan to delivery water using Tankers and Extended Hose Lays to expand the class-4 ISO rate into areas now receiving a Class-8B.

## TASK 3. 911 Communications ISO Compliancy Review

- 3.1 Review the current: capability of dispatching to fire services; the staffing level; the training level; the certification levels of all dispatchers; recertification program; and quality assurance program.
- 3.2 Identify if areas are found deficit.
- 3.3 Contractor will be provided: unlimited ingress to center; a site map; certification records; training records; copy of the recertification program; a copy of the quality assurance program; shift schedules; and twelve (12) months of paid overtime data.

## TASK 4. Building and Fire Safety Inspections

- **4.1** Review the: adopted building and fire codes; annual fire safety inspections; inspector certifications; format to receive a Certificate of Occupancy; and any quality assurance program.
- **4.2** Review current water delivery strategy.
- 4.3 Identify any improvements needed to maintain 100%.
- 4.4 Offer additional strategies to meet the new 100% rule.
- **4.5** Review with the fire department the required changes to meet 100% coverage, the possible impact from these changes, the different methodologies to meet these changes such as: extending a long hose lay, completing a water shuttle, and/or using a hybrid methodology.

## TASK 5. Report

5.1 This information would be compiled into a usable document.

## II. COMPENSATION

- National Fire Services Office will assist with the above tasks for a cost of: \$ 10,000
- Contract fees would be paid in two payments: a startup payment of \$8,000.
   And the second payment of \$2,000 would become due when the Report is completed.

## III. DURATION

This contract shall be valid for four months. The starting date of this contract would be December, 2nd 2015 and continue until April 2nd, 2016.

## IV. STATUS OF THE CONTRACTOR

This contract calls for the performance of the services of the Contractor as an independent agent and as such will not be considered an employee of "County". No direct supervision of the contractor's work is contemplated by "Fire Department". Do to the fact that the Contractor is an independent agent, information provided by, or through, the National Fire Services Office or employees shall not be distributed to any other Fire Department, Agent, County, City, or interested party without the expressed written permission from the "Contractor". The information provided by the "Contactor" is of a proprietary nature and is strictly not to be reproduced or distributed without "Contractors written permission.. Contractor shall choose the time and manner of performing all services pursuant to this agreement.

## V. SERVICES FOR OTHERS

This contract is not exclusive, and Contractor retains the right to perform services for others during the term of this agreement.

## VI. MODIFICATIONS

This contract may be modified by mutual consent of both parties, provided that any and all modifications are in writing and signed by both parties.

## VII. TERMINATION

Each party has the right to terminate this Agreement if the other party breaches by being in default of any obligation hereunder, or otherwise performs the Services in an unsatisfactory manner. In the event of termination under this subparagraph, the non-breaching party must first give the non-performing party ten (10) days written notice to cure said breach setting forth in detail the manner in which this Agreement has been breached. If said breach is not cured within said ten (10) day period or reasonable steps to effect said cure are not commenced and diligently pursued, the non-breaching party may terminate this Agreement.

## VIII. INDEMNITY AND HOLD HARMLESS CLAUSE

Contractor shall indemnify and hold the "Fire Department" harmless from all losses, injuries, or damages in rendering services pursuant to this agreement.

IN WITNESS WHERE OF, the Columbia Board of Commission acting by and through its duly authorized officers, having caused this instrument to be executed, and having authorized County Manager – Ben Scott to set his name on this document. Both executions shall be in duplicate and each of which shall be considered an original.

Harold Starling	
Harold Starling National Fire Services Office – Director	Ben Scott County Manager
November 10, 2015	
Date	Date

# 39

## BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>11.10.2015</u>	Meeting Date: _11.19.2015	5
Name: Paula Vann	Department: TDC	
Division Manager's Signature:	South	
1. Nature and purpose of agenda	a item: Approve Columbia County TDC Grant Applic	ation to be used as a budgeting
tool, economic impact tool and monitor	success of past events.	2007-2016-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-
Attach any correspondence informemorandums, etc.	mation, documents and forms for action i.e	e., contract agreements, quotes
2. Fiscal impact on current budge	et.	
Is this a budgeted item?	✓ N/A	
	Yes Account No.	
	$\square$ No Please list the proposed budget am	endment to fund this request
Budget Amendment Number:		
FROM	TO	AMOUNT

For Use of County Manger Only:

[ ] Discussion Item

[ ] Consent Item



971 West Duval Street Suite 145 Post Office Box 1847 Lake City, Florida 32056-1847 (286) 758-1312

# Memorandum

DATE: 11.10.2015

TO: Ben Scott, County Manager

FROM: Paula Vann, Director

RE: TDC Grant Application

The Tourist Development Council approved the attached grant application on October 21, 2015, to create a process to evaluate and monitor event-funding requests to the TDC. This document is to be utilized as a budgeting tool, economic impact tool and provide information regarding past event success. Additionally, the document outlines how tourist development tax funds can be used to ensure entities requesting funds utilize grant money appropriately as defined by Florida State Statutes 125.0104 Section 5(A) 2.



## SPECIAL EVENT GRANT FUNDING REQUEST

## PART I- INSTRUCTIONS AND DEFINITIONS PURPOSE:

This document sets forth the guidelines and categories for requests for funds from Tourist Development Taxes Applications will be accepted from organizations that will sponsor and promote tourism activities within Columbia County that bring substantial numbers of over-night visitors to the County.

#### TIMETABLE FOR REVIEW:

The Tourist Development Council will distribute applications to organizations that express an interest in receiving funds for upcoming Fiscal Year. Projects must meet the guidelines and criteria outlined in this document. Completed applications should be submitted to the Tourism Development Department Office as follows:

Events scheduled for January 1st -March 31st

• Events scheduled for April 1st-June 30th

• Events scheduled for July 1st-September 30th

• Events scheduled for October 1st- December 31st

Due October 1st

Due January 1st

Due April1st

Due July 1st

#### Mail or hand delivered applications to:

Columbia County Tourism Development Council 971 West Duval Street Suite 145 Lake City, FL 32056

Or email to: pvann@columbiacountyfla.com

## APPLICATION AND EVALUATION PROCEDURE:

The following procedure will be strictly followed. Applicants are cautioned not to contact any member of the Columbia County Board of County Commissioners (BOCC) or Tourist Development Council (TDC) regarding their request. All contact should be channeled through the TDC Director's office via email at pvann@columbiacountyfla.com.

Please read the following instructions carefully and call the Tourism Development Office with any questions. The TDC office will contact applicants if grant applications are incomplete or incorrect.

The Tourist Development Council Director will review all applications to determine if they meet the established criteria for funding. Only those requests that will have a substantial economic impact on the County from visitors will be considered further. The Tourism Department office staff will notify qualifying applicants who are finalists. All finalists will then be invited to present their applications to the TDC at the regular scheduled meeting the third Wednesday of the month.

The Tourist Development Council will vote on qualifying applicants and prepare, in priority order, their recommendations for funding. Funding recommendations of the Tourist Development Council are final.

All materials submitted with applications will become a matter of public record, open to inspection by any citizen of the State of Florida subject to Chapter 119, Florida Statutes.

## **OVERALL GUIDELINES**

Applications must conform to the guidelines specified by the Tourist Development Council. Applications that do not conform to these guidelines will not be considered for funding. The funding limits are subject to final approval by the Tourist Development Council.

Funding is available for major events staged in the County or surrounding areas that attract large numbers of visitors from outside the County. An example would be state, national or international amateur sports events, and multiple day festivals.

Advertising and promotional campaigns supporting events must be out of Columbia County media such as broadcast, weband regional print.

## **EVENT GUIDELINES:**

Programs, festivals, or special events should have a history of, or the potential for attracting out-of-county visitors, as either participants or spectators, generating hotel/motel/campground room nights. Consideration will also be given to events that can generate national, state, or regional media exposure for Columbia County and its tourist offerings.

## **ELIGIBLE ORGANIZATIONS:**

Not-For-Profit Organizations under section 501 of the Internal Revenue Code (a copy of the IRS determination letter provided by the applicant confirms federal tax-exempt status) and For-Profit Organizations are eligible for funding. Organizations must have significant county ties, established primarily to produce cultural program, festivals, or special events, utilizing private sector community financial support and volunteers as well as paid staff to carry out the objectives of the organization.

#### PROJECT GUIDELINES:

- Project must take place within Columbia County or surrounding area.
- Applicant must make project accessible to the public and to disabled persons.
- Applicant must submit a list of the Board of Directors, with addresses, and occupation or affiliation (if Applicable)
- Applicant must submit most recent preliminary final/attendance and final reports if you have received a grant
  in the past from Columbia County.
- Applicant must match the amount requested on a dollar-for-dollar basis, showing revenue specifically
  contributed for program (50% of this match may be in-kind contributions, accompanied by a list off air and
  reasonable market value).
- Applications failing to meet deadline will not be considered.
- Multiple events must be separate and distinct applications with separate summaries and budgets.
- Advertising and promotion must take place in areas outside of Columbia County. This is to ensure that funds
  will be used to attract visitors who reside out of Columbia County and who may stay at least one night in local
  lodging.

- Invoice must be made to Columbia County TDC. No funds will be forwarded in anticipation of the receipt of an invoice.
- A complete detailed project budget must be submitted that includes all expenses.
- The complete detailed project budget must include all revenues.
- All information should be submitted on 8 ½" x 11" white paper.
- A certificate of liability insurance, naming Columbia County as an additional insured, is required before any reimbursements can be released.

#### SPECIAL NOTE:

In the event that any funding request is denied, the organization will not be permitted to come back to the TDC for the same event until the next fiscal year. An exception would be if new information, not previously presented, might alter the TDC's decision. In this case, the applicant must bring the request back to the TDC for further review.

#### **Funding Administration:**

No funding may be reimbursed until the Columbia County Tourist Development Council Director approves the funding.

## Funding Manager:

Organizations receiving funding shall designate a Funding Manager. That individual shall be responsible for maintaining the official file with application, correspondence, funding, narrative progress reports, request for funds/reimbursements, invoices and sample of promotional materials used. The organizations funding manager will insure that all elements of the funding application are followed, that narrative progress reports are submitted in a timely manner, that requests for funds are accurate and appropriate attachments are included, and that the event funding is closed out efficiently with the necessary reports and financial submitted. It is the funding manager's responsibility to see that any applicable Federal, State or County laws and policies are followed.

Applicants should be aware that the TDC staff will also survey hotels and event attendees to confirm the data collected by the event organizers.

## APPLICATION GUIDELINES:

- If you are applying for more than one event, a separate applications and distinct separate budgets are required.
- State the goals and objectives for each event for which you are applying.
- Describe what benefits will be received from each event or promotion for which you are applying.
- Describe how the event increases awareness of the County as a visitor destination, increases the number of visitors, their length of stay, and promotes inter-county travel by visitors.
- Describe how the effectiveness of each event will be evaluated.
- Describe how financial resources will be monitored.

- Describe, in detail, how the event will be implemented?
- Attach copies of letters of commitment to substantiate matching funds.

#### STATUS REPORTS:

Preliminary Status Report: A preliminary status report is due at the time of submission of application indicating an overall status of the event and revenue generated to Columbia County.

Final Status Report: A detailed final status report is due within sixty (60) days of the close of the event.

#### PROCEDURES FOR DRAW OF FUNDS:

A Request for Funds Form must be completed and submitted to the TDC office for interim draws and for final payment.

All payments are on a reimbursement basis only and made after proof of paid invoices are presented. Reimbursement of funds must stay within the confines of the Project Expenses outlined in your application. Organizations receiving funding should take into consideration that it will take a minimum of 30 days for the County to process a check.

Copies of paid invoices, canceled checks, tear sheets, printed samples or other backup information to substantiate payment must accompany request for funds.

#### **USES OF TOURIST DEVELOPMENT FUNDS:**

Tourism grant funds must be used to promote and advertise tourism in the State of Florida, nationally and internationally. However, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event shall have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists. Florida State Statutes 125.0104 section 5(A) 2.

NOTICE: All collateral material and advertisements must list Columbia County as one of the event sponsors. All printed material must contain the verbiage "A cooperative effort funded by the Columbia County Tourist Development Council".

## **AUTHORIZED USES OF FUNDS:**

The following are examples of how Tourist Development Funds may be used to promote tourism for the County.

- Advertising and promotional expenses in out-of-market media in conjunction with an event to increase
  participation in the event and bring visitors to Columbia County. Examples are: printing and distribution of
  promotional pieces prior to the event including creative design, printing, copying, ad placement cost, and
  distribution of direct mail.
- Creating an internet web site promoting the event linked to the County's Tourism website to increase participation, attendance and awareness of the event and generate hotel room nights.
- Bid fees to attract major sports or other special events to Columbia County to generate visitors and economic impact to the community.

## TOURISM GRANT FUNDS MAY NOT BE USED FOR:

- Prize money, scholarships, awards, plaques, or certificates.
- Travelexpenses.
- Projects that are restricted to private or exclusive participation.
- Private entertainment, food, and beverages and lodging.
- Legal, medical, engineering, accounting, auditing, planning, marketing, feasibility studies or other consulting services.
- Salaries or supplements to salaries for existing or future staff, or employment of personnel directly or indirectly related to the project or event.
- Real property or capital improvements, new construction, renovation or restoration to facilities.
- Tangible personal property including but not limited to office furnishings or equipment, permanent collections, or individual pieces of art.
- · Interest or reduction of deficits and loans.
- Expenses incurred or obligated prior to or after the project period.
- Advertising and promotional materials distributed at the event site or after the event.
- Payments for services or goods purchased for previous or other events.

## **FUNDING CATEGORIES:**

- 1. Sponsorships and Event Bid Fees: Minimum two-day events with 100 or more hotel room nights per day of the event. Funds are to be used exclusively for advertising and promotion in out of market media. The maximum is \$10,000 for events with a minimum of three years of result history.
- 2. First Time Events: These would include newly created events, or ones that have little history. The maximum amount per event is \$1,500. Subsequent year funding will be determined by results of the first or second year.
- 3. Cultural Events: Two or more day events that bring significant number of overnight visitors to Columbia County. The maximum amount per event is \$2,500.
- 4. Sporting Events: Two or more day events that bring significant number of overnight visitors to Columbia County. The maximum amount per event is \$2,500.

## CRITERIA FOR EVALUATION OF APPLICATIONS:

Applications will be scored in five (5) categories with a maximum score of one hundred (100) points per applicant.

- COMMITMENT TO THE EXPANSION OF OFF-SEASON TOURISM IN COLUMBIA COUNTY (Maximum 25 Points)
   Evidence that the project: serves to attract out-of-county visitors generating hotel/motel/campground rentals;
   will be marketed to the fullest extent possible in an effective and efficient manner; demonstrates a willingness
   of the organizers to work with the tourism industry; commitment to develop other funding sources in
   subsequent years.
- 2. OUT-OF-COUNTY PROMOTION (Maximum 25 Points)

  The proposed out-of-County advertising is well thought out and

The proposed out-of-County advertising is well thought out and detailed to show the potential broad awareness of the event in out-of-market media. Packaging of hotels, attractions and shopping through tour operators or travel agents will also be evaluated.

- 3. SOUNDNESS OF PROPOSED PROJECT (Maximum 20 Points)
  The extent to which the project has clearly identified objectives; has assigned responsibilities and accountability; has a realistic timetable for implementation; has additional funding sources available that will be utilized; will accomplish its stated objectives.
- 4. STABILITY AND MANAGEMENT CAPACITY (Maximum 15 Points) A proven record or demonstrated capacities of the organization to develop resources, effectively plan, organize and implement the proposed project.

The organization has a successful history of service in and to Columbia County.

Ability of the organization to administer public grants and to prepare and deliver the necessary progress reports to the Tourist Development Council.

5. QUALITY AND UNIQUENESS OF PROPOSED PROJECT (Maximum 15 Points)
Extent, to which the activity provides a program for Columbia County visitors and its residents, which is of significant merit and that, without such assistance, would not take place in the County.

After the fourth year of requesting Tourist Tax, funding the event should have enough sponsors to fund the event without using the Tourist Tax. If a request for funding is submitted after the fourth year, the Tourist Development Council will consider the request and forward a recommendation to the Tourist Development Council. A detailed explanation letter of why the funding request is needed will be required before any review of the application takes place.

For second and third year requests, special consideration will be given to organizations that have secured additional support through private or corporate contributions.

## **GRANT APPLICATION CHECK LIST**

One copy of the following items is required and should be attached to your original application:

- Grant Application
- o Charter, Articles of Incorporation, By-Laws, Proof of Current Status (except government entities)
- o IRS Determination Letter of non-profit status (except government entities), if applicable
- o List of current Officers and Board members with terms, if applicable.
- Organizational Chart
- Copy of event financial statement of your most recent fiscal year (except government entities)
- o Proof of Liability Insurance
- List of other Financial Commitments



## FISCAL YEAR 2015-2016 SPECIAL EVENT GRANT APPLICATION

1.	NAME OF EVENT/PROJECT:		
2.	DATE OF EVENT/PROJECT:		
3.	LOCATION OF EVENT/PROJECT (address and/or spe	ecific location where event/projec	t will take place):
	Address		
	City	State	Zip
4.	NAME OF APPLICANT/HOST ORGANIZATION:		
	Legal Name		•
	Address		
	City	State	Zip
5.	CONTACT PERSON/TITLE:		
	Name		
	Title		
	Telephone No. ()	Fax No. ()	
	E-mail		
6.	TYPE OF ORGANIZATION - IRS STATUS (TAX ID NO If applicable, attach Articles of Incorporation, Bylaws.	0.)	
	FID NO.		
7.	ATTACH A LIST OF MEMBERS OF THE ORGANIZAT	ION'S BOARD OF DIRECTORS	ı <b>.</b>
8. UPCC	ATTACH MOST RECENT ANNUAL FINANCIAL REPO OMING YEAR.	ORT FOR ORGANIZATION AND	BUDGET FOR THE
9.	DESCRIPTION OF EVENT/PROJECT.		

ANTIODATED NU	MDED OF OUT OF T	OMAIN OMEDNIOUT	ATTENDEE	C (:	
	MBER OF OUT-OF-T			,	
ANTICIPATED NU	MBER OF EVENT VE	ENDORS:			
LIABILITY/MEDIC	AL INSURANCE?	No`	es Car	rier	
HAS VENUE/FACI	LITY BEEN SECURE	ED?No	Yes		
If Yes, indicate loca	ation, contact and tele	phone number			
	EEN SECURED? ce(s), contact(s), and t				
Hotel		Contact			Telephone
ANTICIPATED NU	MBER OF HOTEL RO	DOMS PER NIGHT: Single Rooms		No. of Do	ouble/Double Ro
ANTICIPATED NU Day/Date	No. of S			No. of Do (up to four persor	
	No. of S	Single Rooms			
Day/Date	No. of S	Single Rooms erson per room)	YEARS PRE	(up to four persor	ns per room)
Day/Date  ROOM NIGHT HIS	No. of S (one pe	Single Rooms erson per room)	YEARS PRE	(up to four person	ns per room)
Day/Date  ROOM NIGHT HIS	No. of S (one pe	Single Rooms erson per room)	YEARS PRE	(up to four person	BLE):

19.	ATTACH EVENT/PROJECT BUDGET WITH ITEMIZED CATEGORIES OF REVENUE AND EXPENSES.
20.	AMOUNT OF FUNDING REQUESTED (only specific costs for out-of-County advertisements and promotional materials will be accepted):
	\$
21.	INTENDED USE OF THE FUNDS: What plans have been made for out-of-County advertising/public relations/promotion of the event? Please provide details of activities, placements, and collateral materials, including the names of publications targeted, location of billboard, number of brochures to be produced, and where brochures will be distributed, etc. Attached separate page as needed.
22.	HOW WILL THE EVENT/PROJECT BENEFIT TOURISM IN COLUMBIA COUNTY?
	THAT S VOLUBE OF THE A COLUMN PLA COLUMN TWO CORANT IN THE BACTO.
23.	HAVE YOU RECEIVED A COLUMBIA COUNTY TDC GRANT IN THE PAST?NoYes If Yes, indicate name and date of event/project and amount received.
	10

## BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY



## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date:	Meeting Date: 11/19/15	
Name: Ray Hill	Department: Purchasing	3
Division Manager's Signature:	Ren San	
1. Nature and purpose of agenda	item: Approve ranking and authorize negotiations	with Vernon Douglas, Bid No.
2015-L, Special Magistrate for Code Enf	rcement	
Attach any correspondence informemorandums, etc.	mation, documents and forms for action i	e., contract agreements, quotes
2. Fiscal impact on current budge	t.	
Is this a budgeted item?	☑ N/A	
	$\boxtimes$ Yes Account No. 00[. $2900.5$	29.3031
	☐ No Please list the proposed budget an	nendment to fund this request
Budget Amendment Number:		
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [ ] Discussion Item

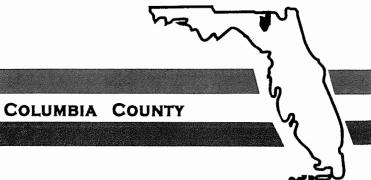
District No. 1 - Ronald Williams

District No. 2 - Rusty DePratter

District No. 3 - Bucky Nash

District No. 4 - Everett Phillips

District No. 5 - Scarlet P. Frisina



Memo

**Date:** 11/10/15

To: Board of Commissioners

BOARD OF COUNTY COMMISSIONERS

From: Ray Hill, Purchasing Director

RE: RFQ 2015-L Special Magistrate for Code Enforcement

On October 29, 2015 a committee consisting of Joel Foreman, Scott Ward. and Rudy Crews met to rank the proposals received for RFQ 2015-L. Special Magistrate for Code Enforcement. Vernon Douglas of the firm Douglas & Carter was ranked number one (1) by the committee.

We request approval of this ranking and permission to begin negotiations with Mr. Douglas.

# Bid No. 2015-L Columbia County Board of County Commissioners

## Special Magistrate

Name	Rank
Andrew J Decker IV	3
Douglas & Carter (Vernon Douglas)	1
Richard Stadler, PA	2

## **EVALUATION SHEET**

# FOR RANKING OF Special Magistrate, Code Enforcement RFP 2015-L

Columbia County, Florida Board of County Commissioners Criteria for Ranking:

Firm		Relevent Experience - 20 Points	Experience as a Judge, Magistrate, Referee, Arbitrator or Mediator - 10 points	Quality of Writing - 20 points	Professional References - 10 Points Personal References - 10 Points Total - 20 Points	Quality of Submission -10 points	Applicant Located Within Columbia County - 20 points	TOTAL	
									Avg Rank
Andrew J. Decker IV	3	10	5	20	20	10	20	85	3
Douglas & Carter		15	10	20	20	10	20	95	1
Richard Stadler, PA	2	A 15	5	20	20	10	20	90	2
		4	,	į					11,470

Signature :	Print Name: Scott 18 14(1)
-	

#### **EVALUATION SHEET**

#### FOR RANKING OF Special Magistrate, Code Enforcement RFP 2015-L

Columbia County, Florida **Board of County Commissioners** Criteria for Ranking:

Firm	Relevent Experience - 20 Points	Experience as a Judge, Magistrate, Referee, Arbitrator or Mediator - 10 points	Quality of Writing - 20 points	Professional References - 10 Points Personal References - 10 Points Total - 20 Points	Quality of Submission -10 points	Applicant Located Within Columbia County - 20 points	TOTAL	
								Avg Rank
Andrew J. Decker IV	10	63	08	03	04	0	27	30
Douglas & Carter	20	10	18	10	10	20	88 }	1
Richard Stadler, PA	15	07	15	05	07	10	59	82
Signature :				,	Print Name x	Pudy Cruss	OFFICE - A Home - G	the City

10/29/2015

## **EVALUATION SHEET**

# FOR RANKING OF Special Magistrate, Code Enforcement RFP 2015-L

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								Avg Rank
Andrew J. Decker IV	18	0	20	12/10	10	20	88	3
Douglas & Carter	20	10	20	10/10	10	2.	130	,
Richard Stadler, PA	19	2	20	10/10	10	2-	89	2

Signature : __

10/29/15

Print Name: Juel Foreman

## BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

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## AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 11/13/15	Meeting Date: 11/19/15						
Name: Ben Scott	Department: Administration						
Division Manager's Signature: _	Ren Sul						
	da item: Disposal of obsolete capital assets.						
Attach any correspondence info	ormation, documents and forms for action i.e., co	ontract agreements, quotes,					
2. Fiscal impact on current budg	get.						
Is this a budgeted item?	☑ N/A						
	Yes Account No.						
	$\square$ No Please list the proposed budget amend	ment to fund this request					
Budget Amendment Number:							
FROM	<u>TO</u>	AMOUNT					

For Use of County Manger Only:

Consent Item [ ] Discussion Item

# P. DeWitt Cason



## Clerk of Circuit Court - Columbia County, Florida



November 12, 2015

TO: Ben Scott, County Manager

FROM: Jared Blanton, Finance Director

SUBJECT Disposal Requests for BCC Meeting & Approval Capital Asset Inventory Adjustments

After taking over the accounting procedures for furniture and equipment-type fixed assets from BCC staff in January of this year, the Clerk's Office began an assessment of internal control. After gaining an understanding of the prior system from Rudy Crews and getting his insight regarding the shortcomings of that control environment, we began work on redesigning procedures with a view toward creating a web-based control environment for asset transactions. We moved forward with the confidence that whatever steps we envisioned Patrick could make happen online. Thanks to him, that system has been fully functional for furniture and equipment asset types for a few months.

Additionally, given the shortcomings of the prior control environment, it seemed prudent to conduct a full "100%" inventory this summer of all capitalized equipment to ascertain values, preceding the move to a rotating full/sample basis inventory of all equipment by the BCC Property Manager (capitalized or not) beginning October of 2016.

Overall, Mr. Crews and his staff did a great job in keeping up with over \$20 million of equipment spread from one end of the County to the other, particularly given the hindrance they had in dealing with a lack of access to the disbursement process and a lack of specific written procedures for handling every specific situation. Although we do have corrections, a number of them are clerical (keying) errors and accounting adjustments/reclassifications. The lists are generally correct on Department-wide bases.

The purpose of the first attached list is to provide a summary of assets that we are recommending the Board approve disposal of for various reasons, including, but not limited to:

- 1. The item is simply obsolete or broken and is taking up storage space
- 2. The item is missing in our inventory, probably disposed of years ago in many cases but never properly recorded due to the limitations of the control system
- 3. The item was purchased with BCC funds for other agencies, whom have not always fully (if at all) participated in the Board's inventory control process

We're also providing you with a summary of the other adjustments we are making to equipment-type assets, which are not changes that necessitate Board approval. I will leave it to your discretion as to whether you think the Board would benefit from the technical discussions that accompany such adjustments. We will also provide the auditors at Powell and Jones with support for these changes during the audit.

We are currently working on a review of the *non-equipment* asset values and procedures. While this is currently in the preliminary stage, I anticipate more significant value adjustments and procedure changes to follow that process.

Sincere thanks,

(With Attachments)

## COLUMBIA COUNTY INVENTORY DISPOSAL REQUEST 2015 PHYSICAL INVENTORY

DEPARTMENT		Asset Number	Type	Item Description	Serial Number	Purchase Cost	Aquisition Date	<u>Current</u> <u>Depreciation</u>	LTD Depreciation		<u>Notes</u>
PROPERTY APPRAISER		00012143-0000		DOCUMENT SCANNER STORAGE	UNK	\$68,415.00	03/14/2003	\$0.00	\$68,415.00		*Item was previously disposed w/o Board approval
FAX COLLECTOR		00012005-0000		SERVER BLACK BOX IBM STORAGE	UNK	\$266,945.00	04/01/2002	\$0.00	\$266,945.00		*Item was previously disposed in 2013 w/o Board approval
AKOOLLLOTOK		00013753-0000		CISCO SWITCH	SFOC1342V3KA	\$673.00	12/17/2009	N/A	N/A	$\overline{}$	The state of the s
		00013754-0000		CISCO SWITCH	SFOC134522EK	\$1,424.00	12/17/2009	N/A	N/A		
		00013876-0000	COMPUTERS		CN009ZT1R7	\$604.00	08/23/2010	N/A	N/A		
	1 1	00013877-0000			CN0044ZT216	\$604.00	08/23/2010	N/A	N/A		
		00013878-0000	COMPUTERS	SWITCH	CN009ZT0FL	\$604.00	08/23/2010	N/A	N/A		
	1 1	00013879-0000	COMPUTERS	SWITCH	CN009ZTOG6	\$604.00	08/23/2010	N/A	N/A		
	1 1	00013880-0000	COMPUTERS		CN009ZT20N	\$604.00	08/23/2010	N/A	N/A	1	911 replaced these items with newer equipment. The
	1 1	00013882-0000		ALARM PANEL	PCSA	\$2,300.00	08/23/2010	N/A	N/A		equipment is outdated and is not compatible with any
		00013883-0000		ALARM PANEL	PCSB	\$2,300.00	08/23/2010	N/A	N/A	~	equipment currently being used in County Offices. Items
		00013884-0000	COMPUTERS	MODEM	60236012490917	\$722.00	08/23/2010	N/A	N/A		should be disposed of properly and in accordance with al FDLE guidelines and County Policy.
		00013885-0000	COMPUTERS		602630508490928	\$722.00	08/23/2010	N/A	N/A		TOLE goldenies and obarty to stoy.
		00013886-0000			SWEK25755PKZHJ99	\$2,659.00	08/23/2010	N/A	N/A	- 1	
		00013887-0000	COMPUTERS	FIREWALL	SW9U2FQ8SW7PX585	\$2,659.00	08/23/2010	N/A	N/A		
		00013888-0000	COMPUTERS	KVM SWITCH	973908923883	\$508.00	08/23/2010	N/A	N/A		
	- 1	00013889-0000	COMPUTERS	KVM SWITCH	973908923943	\$508.00	08/23/2010	N/A	N/A		
		00013910-0000	EQUIPMENT	DUAL STATION	070000020010	\$6,171.00	06/14/2011	N/A	N/A		
		00013915-0000	EQUIPMENT	OUTDOOR EQUIPMENT ENCLOSURE	192420FT	\$1,390,00	08/23/2010	N/A	N/A		donated to Sheriff's office
		00013921-0000	COMPUTERS	VOIP GATEWAY	DT1094600	\$917.00	08/23/2010	N/A	N/A		donated to Chaire's onice
		00013922-0000		VOIP GATEWAY	DT1035144	\$917.00	08/23/2010	N/A	N/A		
	İ	00013923-0000		VOIP GATEWAY	DT1094367	\$917.00	08/23/2010	N/A	N/A		
		00013924-0000		VOIP GATEWAY	DT1022689	\$917.00	08/23/2010	N/A	N/A		
911		00013925-0000		VOIP GATEWAY	DT1107098	\$917.00	08/23/2010	N/A	N/A		
-	7	00013926-0000		VOIP GATEWAY	DT1107063	\$917.00	09/08/2010	N/A	N/A		
		00013929-0000	COMPUTERS	COMPUTER	2AU0230V24	\$1,807.00	08/23/2010	N/A	N/A	- 1	
		00013931-0000	COMPUTERS		DT098043	\$1,516.00	08/23/2010	N/A	N/A		
	1	00013932-0000	COMPUTERS	VOIP GATEWAY	DT1042588	\$1,516.00	08/23/2010	N/A	N/A		
		00013933-0000	COMPUTERS		DT1089863	\$1,516.00	08/23/2010	N/A	N/A		
	l	00013934-0000	COMPUTERS		DT1083706	\$1,516.00	08/23/2010	N/A	N/A		
		00013935-0000		VOIP GATEWAY	DT1077353	\$1,516.00	08/23/2010	N/A	N/A		911 replaced these items with newer equipment. The
		00013936-0000		VOIP GATEWAY	DT1088049	\$1,516.00	08/23/2010	N/A	N/A		equipment is outdated and is not compatible with any
		00013937-0000	COMPUTERS		MX201600HD	\$2,014.00	08/23/2010	N/A	N/A	>	equipment used in County Offices. Items should be
		00013938-0000	COMPUTERS	SERVER	MX201600HL	\$2,014.00	08/23/2010	N/A	N/A	- 1	disposed of properly and in accordance with all FDLE
	- 1	00013939-0000	COMPUTERS	COMPUTER	MX20220085	\$2,014.00	08/23/2010	N/A	N/A		guidelines and County Policy.
	- 5	00013940-0000	COMPUTERS	The state of the s	MX202300Z1	\$2,014,00	08/23/2010	N/A	N/A		
		00013941-0000	COMPUTERS		2UA023OVOQ	\$1,807.00	08/23/2010	N/A	N/A		
	- 1	00013942-0000	COMPUTERS	I amount to the second	2UA023OV2F	\$1,807.00		N/A	N/A		
		00013943-0000	COMPUTERS		2UAO230V1S	\$1,807.00	08/23/2010	N/A	N/A		
	-	00013944-0000	COMPUTERS		2UAO230V22	\$1,807.00	08/23/2010	N/A	N/A		
	1	00013945-0000	COMPUTERS	The state of the s	2UAO230V1P	\$1,807.00	08/23/2010	N/A	N/A	- 1	
		00013946-0000	COMPUTERS		2UA023OV1Q	\$1,807.00		N/A	N/A		
		00013947-0000	COMPUTERS	the same of the sa	2UAO230V2G	\$1,807.00	08/23/2010	N/A	N/A		
		00013948-0000	COMPUTERS	The state of the s	2UA023OV1X	\$1,807.00	08/23/2010	N/A	N/A		
		00013949-0000	COMPUTERS		2UA023OV1B	\$1,807.00	08/23/2010	N/A	N/A	ل	
ANDFILL	,,,,,,,	00006970-000	EQUIPMENT	SCALES	6026869	\$40,749.00	08/01/1990	\$0.00	\$40,749.00		scales were replaced by new scales in early FY 2015
ANDITIES	_	00011276-0000		REFRIGERATOR BRYAN DOUGLAS		\$522.00	01/01/2002	N/A	N/A	_	
		00011319-0000	FURNITURE	CONFERENCE TABLE	UNK	\$2,036.00	01/01/2001	N/A	N/A		
		00011355-0000	FURNITURE	CONFERENCE TABLE	UNK	\$2,036.00	01/01/2001	N/A	N/A		
		00011418-0000	FURNITURE	TABLE CR 2		\$1,500.00	01/01/2001	N/A	N/A		
	-	00011419-0000	FURNITURE	TABLE CR 2		\$1,500.00	01/01/2001	N/A	N/A		Per FS 29.008, inventory items (other than technology
		00011420-0000	FURNITURE	CONFERENCE TABLE JUROR 2		\$2,100.00	01/01/2001	N/A	N/A		related items) were to be transferred to the State of Florid
COURT ADMIN -	┪	00011441-0000	FURNITURE	CONFERENCE TABLE JURY ROOM 3 #325		\$2,100,00	01/01/2002		N/A	>	at no cost to the State in 2006. At that time, not all item
		00011466-0000	FURNITURE	TABLE CR3		\$1,500.00	01/01/2002		N/A		were removed from the County's inventory records. These items should have been removed.
		00011467-0000	FURNITURE	TABLE CR 3		\$1,500.00	01/01/2002		N/A		Rettis stidula hava been rettisved.
				TABLE CR 4	-	\$1,500.00		N/A	N/A		
		100011514-0000	TELEKDITTEE								
		00011514-0000	FURNITURE	TABLE CR 4		\$1,500.00			N/A		

### COLUMBIA COUNTY INVENTORY DISPOSAL REQUEST 2015 PHYSICAL INVENTORY

Asset Number   Type   Item Description   Serial Number   Purchase Cost   Date Depreciation   Depreciation	Notes Notes
0009367-0000   EQUIPMENT   RADAR GUN   E3335   \$3,800.00   07/01/1995   N/A   N/A   0009369-0000   EQUIPMENT   RADAR GUN   E3336   \$3,800.00   07/01/1995   N/A   N/A   0009461-0000   EQUIPMENT   RADAR GUN   E4451   \$3,400.00   03/01/1996   N/A   N/A	
00009369-0000         EQUIPMENT         RADAR GUN         E3336         \$3,800.00         07/01/1995         N/A         N/A           00009461-0000         EQUIPMENT         RADAR GUN         E4451         \$3,400.00         03/01/1996         N/A         N/A	
00009461-0000 EQUIPMENT RADAR GUN E4451 \$3,400.00 03/01/1996 N/A N/A	
COCCOTO LOCAL PROPERTY TO TO THE PARTY COLO	
00009462-0000 EQUIPMENT RADAR GUN E4454 \$3,400.00 03/01/1996 N/A N/A	
00009463-0000   EQUIPMENT   RADAR GUN   E4453   \$3,400.00   02/01/1996   N/A   N/A	
00009464-0000 EQUIPMENT RADAR GUN E4450 \$3,400.00 03/01/1996 N/A N/A	
00009465-0000 EQUIPMENT RADAR GUN E4448 \$3,400.00 03/01/1996 N/A N/A	These items were given to FHP for use and were
00009691-0000 EQUIPMENT RADAR GUN E6557 \$3,795.00 05/01/1997 N/A N/A	maintained as part of the County's inventory records.
00009692-0000 EQUIPMENT RADAR GUN E6558 \$3,795.00 05/01/1997 N/A N/A	However, possession of the items remained consistently
00009693-0000 EQUIPMENT RADAR GUN E6559 \$3,795.00 05/01/1997 N/A N/A	with FHP. As the Clerk's office was wrapping up the physicaly inventory in FY 2015, we were contacted b Captain Mike Burroughs seeking direction for disposing
00009694-0000 EQUIPMENT RADAR GUN 6560 \$3,795.00 05/01/1997 N/A N/A	
FHP 00009695-0000 EQUIPMENT RADAR GUN 6561 \$3,795.00 05/01/1997 N/A N/A	
00009992-0000 EQUIPMENT RADAR GUN E3332 \$3,800.00 08/01/1995 N/A N/A	these non-servicable radar guns. After much discussion, the items were returned to the County for proper disposal.
00010053-0000 EQUIPMENT RADAR GUN E8351 \$3,275.00 02/01/1998 N/A N/A	Captain Burroughs did discover that approximately half of
00010056-0000   EQUIPMENT   RADAR GUN   E8347   \$3,275.00   02/01/1998   N/A   N/A	the old radar guns were not on his premises and had been
00010058-0000 EQUIPMENT RADAR GUN E8349 \$3,275.00 02/01/1998 N/A N/A	physically disposed of in some prior year.
00010168-0000 EQUIPMENT RADAR GUN E9235 \$3,260.00 08/01/1998 N/A N/A	
00010290-0000 EQUIPMENT RADAR GUN E10139 \$3,495.00 02/01/1999 N/A N/A	
00010321-0000 EQUIPMENT RADAR GUN E11068 \$3,290.00 04/01/1999 N/A N/A	
00010322-0000 EQUIPMENT RADAR GUN E11069 \$3,290.00 04/01/1999 N/A N/A	
00010323-0000   EQUIPMENT   RADAR GUN   E11071   \$3,290 00   04/01/1999   N/A   N/A	
00010324-0000 EQUIPMENT RADAR GUN E11072 \$3,290.00 04/01/1999 N/A N/A	
00010325-0000   EQUIPMENT   RADAR GUN   E11074   \$3,290.00   04/01/1999   N/A   N/A	
00011975-0000   EQUIPMENT   RADAR GUN   PL15819   \$4,022 00   05/01/2002   N/A   N/A	

^{*} Former County Manager exempted TC and PA from BCC tracking requirements for a few years.

#### COLUMBIA COUNTY CAPITAL ASSET ADJUSTMENTS RESULTS OF 2015 PHYSICAL INVENTORY

#### Adjustment references

Ref#	Asset #	Dept	Cos	st	Accum Dep	Explanation	NOTES
DELETIONS					7.15 T S 11.11 E S E		
1	12005	1320	\$ 266	945.00	\$ 266 945 00	disposed and requested in October 2013. Can't find Board approval.	
2	13814	1800		722.27		disposed and requested in 2013. Approved by Board 2-7-13. NOT FULLY DEPRECIATED	
3	12660	2100		351.00		disposed and requested in 2013. Approved by Board 3-21-13	
	12917-001			406.86		truck that this was attached to was "xferred" 9/17/2013. NOT FULLY DEPRECIATED	
6	14582	3710	9 0,	400.00	2,310,31	donate to CHS. Item was located at CHS and stays there for CHS to use. NOT FULLY DEPRECIATED	do not remove - Board wants to keep
7	14583	3710				donate to CHS. Item was located at CHS and stays there for CHS to use. NOT FULLY DEPRECIATED	do not remove - Board wants to keep
8	14584	3710	<del> </del>			donate to CHS. Item was located at CHS and stays there for CHS to use. NOT FULLY DEPRECIATED	do not remove - Board wants to keep
13	13412	6010				remove-all other Court Admin inventory was turned over to the state.	do not remove - technology type
"	13414	6010				n u n	equipment must stay on County inventor
	13521	6010				II II II	per FS 29,008
25	12799		\$ 124,	000.000	\$ 124,000,00	AMBULANCE TYPE 3 R50 - Sold to Lifeguard 12-19-2013	Pari 0 25 250
	12800			000.00		AMBULANCE TYPE 3 R52 - Sold to Lifequard 12-19-2013	
a	12832			000.00		AMBULANCE TYPE 3 R51 - Sold to Lifeguard 12-19-2013	
	12835			000.00		AMBULANCE TYPE 3 R53 - Sold to Lifeguard 12-19-2013	
32	12143	1300		415.00		Document Scanner - property appraiser disposed of - date unknown - did not find where it went before the board already.	
38	6970	3400		749.00		Scales - recommending to junk/scrap for parts	
	L DELETIONS			589.13		Scales - recommending to Junioscrap for parts	
IOIAL	L DELETIONS	•	3 005,	565.13	3 604,993.31		
RANSFERS							
5	12440	3710	e 5	508.00	\$ 5.508.00	xferred to PW 4280	
9	9668	4220		937.00		xferred to 1000.	
10	12607	4250		600.00		xfer to 3400 (landfill)	
	14407						
11		4280		735.22		xfer to 3710 (landscape)	
12	14408	4280		735.22		xfer to 3710 (landscape)	
20	14191	1830		685.00		xfer to jail maintenance	
23	11594			693.00		xfer to 1000 (board)	
33	12327	3400		898.66		xfer to PW 4250	
34	10180			949.00		xfer to 3710 (landscape)	,
35	13751	2600		185.44		xfer to Board. Was assigned to Rescue and was at Jail not being used. Todd retrieved it for the Board's office.	1
36	14535	2510		136.75	\$ 3,856.12	xfer to Board (1000) from 911 (2510)	
37	14536	2510	\$ 10,	200.26	\$ 1,700.04	xfer to Board (1000) from 911 (2510)	
	. TRANSFER	S	\$ 265,	263.55	\$ 201,765.55		
RECLASS							
15	12805	2200		465.00		repeater station (tower) RECLASS TO INFRASTRUCTURE	
16	14540	2200		616.00		Radio pagers? RECLASS TO INFRASTRUCTURE	
17	13128	3400		846.00		Mobile Building RECLASS TO BUILDINGS	
	SEWER1	3500		775.60		Sewer Lift station RECLASS TO INFRASTRUCTURE	
19	10148	7100		577.00		Alarm system installed throughout building - RECLASS	
24	10707	2520	\$ 6,	993.00	\$ 6,993.00	UHF REPEATER TOWER - RECLASS	
"	11001	2520	\$ 6,	350.00	\$ 6,350.00	BASE STATION TOWER - RECLASS	
	11002	2520	\$ 6.	350.00	\$ 6,350.00	BASE STATION TOWER - RECLASS	TWANTS OF THE PARTY OF THE PART
н	11003			350.00		BASE STATION TOWER - RECLASS	
н	13551			217.00		TOWER LULU - RECLASS	
"	13552	2520		482.00		TOWER CAMORAH HILL - RECLASS	
н	13553			342.00	\$ 111,911 14	TOWER JAIL - RECLASS	
"	13554	2520		641.00		TOWER DEEP CREEK - RECLASS	
11	13555			801.00		TOWER COLUMBIA CITY - RECLASS	
и.	13556			689.00		TOWER FRANKLIN ST RECLASS	
н.	13557			072.00		DISPATCH EQUIPMENT - RECLASS	
**	13856	2520		895.00		MICROWAT CONNECTORISED HEAD - RECLASS	
	13857			895.00		MICROWAY CONNECTORISED HEAD - RECLASS MICROWAY CONNECTORISED HEADS - RECLASS	
		2520					
	14281			550.00		SERVICE MONITOR - RECLASS	
"1	14644	2520		319.00		GPS CLOCK - RECLASS	
						ADM CSCM SERVER RADIO ROOM - RECLASS	
P	14646	2520		770.40			
"	14646 14647 AL RECLASS	2520 2520		870.00	s -	RADVIEW PC - RECLASS	

#### COLUMBIA COUNTY CAPITAL ASSET ADJUSTMENTS RESULTS OF 2015 PHYSICAL INVENTORY

Ref#	Asset #	Dept	 Cost	A	ccum Dep	Explanation	NOTES
ADDITIONS							
14	12306	2900	\$ 11,850.00	\$	4,740.00	truck was disposed of by the landfill at some point, but had been at code enforcement as a spare and was located there.	
21	13124	2200	\$ 115,000.00	\$	57,499.99	2004 Kenworth pumper @fire - surplused 1-25-2012.	
22	12333	2200	\$ 17,000.00	\$	13,599.99	99 F350 truck @fire - junked 1-22-2008	
26	9796	4280	\$ 39,844.00	\$	39,844.00	Tractor/Brush Cutter located @ PW but was disposed of as junk in 2012	
27	10064	4220	\$ 134,615.00	\$		Caterpiller Loader located @ PW but was surplused on 2-13-2008	
28	13034	4270	\$ 7,028.34	\$		Husqvarna Zero Turn Mower located @ PW. Belonged to landscape and was junked on 10-5-2012	
29	12415	4270	\$ 6,628.96	\$	6,628.96	Husqvarna Zero Turn Mower located @ PW. Belonged to landscape and was surplused on 10-20-2014	
30	11714	4220	\$ 91,338.00	\$	91,338.00	Ambulance modified to truck located @ PW but was surplused 1-3-14	
31	10718	4280	\$ 16,999.00	\$	16,999.00	GMC Pickup truck located @ PW but was surplused 12-26-2013	
39		2200	\$ 23,000.00	\$	-	Fire Safety Trailer - Donated from City of Lake City on 10/29/13 but has not been added to the County inventory.	
TOTA	L ADDITIONS	5	\$ 463,303.30	\$	372,293.28		

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#### **BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

#### AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: <u>11/10/2015</u>	Meeting Date: 11/19/	2015
Name: Ray Hill	Department: Purcha	sing
Division Manager's Signature	: Ren Sout	
1. Nature and purpose of age	enda item: Approve high bid for the of surplussed d	ump truck, \$40,900 by Cross
Environmental Services		
Attach any correspondence in memorandums, etc.	nformation, documents and forms for actio	n i.e., contract agreements, quotes
2. Fiscal impact on current bu	ıdget.	*
Is this a budgeted item?	✓ N/A	
	Yes Account No.	
	☐ No Please list the proposed budget	amendment to fund this request
Budget Amendment Number:		
FROM	<u>TO</u>	AMOUNT

For Use of County Manger Only:

Consent Item [ ] Discussion Item

#### Bid No. 2015-J Columbia County Board of County Commissioners

#### Sale of Articulated Dump Truck

Company Name	Amount
Fairco, Inc.	\$22,777
Martin and Martin Auctioneers	\$22,785
Beard Equipment Company	\$38,000
Linder Industrial Machinery Company	\$25,000
Cross Environmental Services	\$40,900

CRay Hall

#### **BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY**

#### AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date:	Meeting	g Date: _11/19/2015	
Name: Ben Scott	Departn	nent: Administration	
Division Manager's Signature:	Ben Sco		
1. Nature and purpose of agenda	item: Requesting Approval of E	3OCC Minutes of October 15, 2015	
Attach any correspondence informemorandums, etc.	mation, documents and for	rms for action i.e., contract agreem	ents, quotes
2. Fiscal impact on current budge	t.		
Is this a budgeted item?	☑ N/A		
	Yes Account No.		
	☐ No Please list the propo	osed budget amendment to fund th	iis request
Budget Amendment Number:			
FROM	<u>TO</u>		AMOUNT

For Use of County Manger Only:

Consent Item [ ] Discussion Item

# Columbia County Board of County Commissioners

# Minutes of October 15, 2015

The Columbia County Board of County Commissioners met in a regular meeting at the auditorium of the School Board Administrative Complex at 5:30 p.m. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America.

Commissioners in Attendance: Chairman Rusty DePratter, Scarlet Frisina,

Ronald Williams and Bucky Nash.

Commissioners Absent: Everett Phillips was absent due to an out-of-

town family commitment.

Others in Attendance: County Manager Ben Scott ("CM")

Assistant County Manager Scott Ward ("ACM")
Assistant County Manager Kevin Kirby ("ACM")

Risk Manager David Kraus ("RM")
County Planner Brandon Stubbs ("CP")

County Attorney Joel Foreman Deputy Clerk Susan Weeks Deputy Clerk Sandy Markham

#### Agenda Additions/Deletions

#### Additions:

- Suwannee Valley Transit Authority
- Poultry Farm

#### Deletions:

None

MOTION to approve the agenda with additions by Commissioner Williams. SECOND by Commissioner Frisina. The motion carried unanimously.

#### Suwannee Valley Transit ("SVTA")

Director Larry Sessions presented an award to Commissioner Williams for thirty-three (33) years of dedicated service to SVTA.

#### **Building and Zoning**

#### Amendment to Land Development Regulation

LDR 15-02 – Solar Power Generation Plants, to Amend Ordinance No. 98-01, the Columbia County Land Development Regulations to allow Solar Power Generation Plants.

The public hearing opened.

Citizen Donald Smith expressed concerns with how property lines would be affected. CP Stubbs addressed his concerns.

The public hearing closed.

MOTION by Commissioner Frisina to adopt Ordinance No. 2015-21. SECOND by Commissioner Williams. The motion carried unanimously.

#### **Public Comment on Discussion and Action Items**

Citizen Stewart Lilker offered comment regarding the reorganization of the County Administrative Code. Mr. Lilker asked the Board to table this item until Commissioner Phillips returns. Attorney Foreman addressed Mr. Lilker's comments.

MOTION by Commissioner Frisina to approve the consent agenda. SECOND by Commissioner Nash. The motion carried unanimously.

#### Consent Agenda

- (1) Administration Requesting Approval for Release of Lien Suwannee River Economic Council, Inc. S.H.I.P. Mary Parker, Deceased
- (2) Administration Requesting Approval of Proclamation No. 2015P-10 November as "World Pancreatic Cancer Day Awareness Month" in Columbia County
- (3) Administration Requesting Approval for Meridian Behavioral Healthcare, Inc. Annual Contract for FY 2015/2016 \$204,750
- (4) Operations Department Florida Department of Transportation Small County Road Assistance Program, SCRAP Resurfacing and Reconstruction of SW Sister's Welcome Road from CR 242 to US 90/SR 10 and Adopting Resolution No. 2015R-27 \$960,000.00
- (5) Emergency Management Requesting Approval to Adopt The Community Wildfire Protection Plan Authorizing its Inclusion as an Annex to the

- Columbia County Local Mitigation Strategy (LMS) and Adopting Resolution No. 2015R-28
- (6) Operations Department Utility Permit City of Lake City Forest Lawn Way
- (7) Operations Department Utility Permit Comcast Cable SW Little Road
- (8) Administration Approval of Minutes Board of County Commissioners Regular Meeting September 17, 2015
- (9) Administration Approval of Minutes Board of County Commissioners October 1, 2015
- (10) Operations Department Requesting Approval for Maintenance of Marley Glen
- (11) Operations Department Requesting Approval to Purchase a New Articulated Dump Truck Landfill Department \$335,781.00 Flagler Equipment per Sheriff's Contract #15-13-0904
- (12) Administration Requesting Approval of Resolution No. 2015R-29 Authorizing Submitting of the 2014 Community Development Block Grant (CDBG) Application and Authorizing County Manager to Execute Certain Documents
- (13) Risk Manager Public Disclosure Conflict of Interest for Project 15-8

MOTION by Commissioner Frisina to adopt the Consent Agenda. SECOND by Commissioner Nash. The motion carried unanimously.

MOTION by Commissioner Frisina to approve the Consent Agenda. SECOND by Commissioner Williams. The motion carried unanimously.

#### **Discussion and Action Items**

#### Surplus of Former Giles Property (map attached)

CM Scott stated that the County has determined that it has no use for the Giles property located on Bascom Norris. He requested the Commission declare the property surplus and offer it for auction according to F.S. 125.35. The appraised value of the property is \$291,000. Staff recommended setting a starting bid at \$275,000.

MOTION by Commissioner Williams to declare the Giles house and real property surplus and authorize staff to auction said property per Florida Statute 125.35. SECOND by Commissioner Nash for discussion.

AMENDED MOTION by Commissioner Williams to declare the Giles house and real property surplus and authorize staff to auction said property per Florida Statute 125.35 and establish the starting bid amount at \$275,000. Second by Commissioner Nash. The motion carried unanimously.

#### Reorganization of Maintenance Department

ACM Kirby has been managing the Maintenance Department for several months. ACM Kirby saw several areas where the department structure could be streamlined. A proposed restructuring of the department was presented by CM Scott for consideration. A diagram of the proposed department reorganization was presented and is attached to minutes.

MOTION by Commissioner Nash to approve the proposed reorganization of the maintenance department. Second by Commissioner Frisina. The motion carried unanimously.

#### County Administrative Code

Staff reviewed the proposed changes to the County Administrative Code.

Discussion ensued.

It was suggested that an appeals process needs to be established for those employees serving directly under CM Ben Scott. CM Scott will make those changes and bring the proposal back before the Board at a later date.

The matter was tabled.

#### Poultry Farm

Using the attached PowerPoint presentation, CM Scott reported on the research that was conducted by staff on an existing poultry farm and several surrounding property owners. He also reviewed the permit process and the zoning classification for the planned poultry farm.

Jason Scarborough, Operations Manager for Pilgrim's Pride reviewed the construction plans and overall operations of the poultry farm. He also discussed the best practice standards that must be complied with by the farm's property owner.

The floor opened for public comment.

Representatives of the following organizations spoke in opposition to the poultry farm:

Ichetucknee Alliance (President John Jopling)
Our Santa Fe (President Pamela Smith)
Save Our Santa Fe River (Marilee Malowitz-Jipson)

#### The following Citizens spoke in opposition to the poultry farm:

Dennis Schmel Eugene Gugen Scott Thomas Charles Odonnel Debbie McClellan Laverne Hodge Noreen Dismore Pamela Melton Lora Daily Teresa Kooner Camiel Stephens Karen Mullins Nikki McClain Rhonda Long Christine Sandquest Menzie Nurtock Donald Kooner Bob Hagan Sheila Wilkerson Noram Bickner **Dorothy Crawford** Teresa Dugen Bethany Pierce Anna Lavann Barbara Kanutzen Donald Smith Paul Barcia James Richardson Horace Stanley Matt Stephens Kim Little Matt Delance Clarence Williams Stewart Lilker Charles O'Donnel Sue Kartcher Pamela Setty **Hugh Thomas** Doug Jipson

Each Commissioner offered comments relating to the poultry farm issues. They voiced concerns with the waste management permits, possible improper publications, as well as major concerns to protect our natural water source and the aquifer. The Board assured the public that they are committed to protecting the water quality in Columbia County.

The Commissioners directed CM Scott with auditing the permits and publications connected to the poultry farm.

County Attorney Joel Foreman addressed the poultry farm issue and explained why the Commission does not have the right to restrict any farming activity per Florida Statutes 553.73, 193.461 and 823.14. He also explained Ordinances 26-35 and LDR Section 14.12 and how they relate to this issue.

#### **Open Public Comments**

Citizen Ralph Kitchens inquired about the starting bid on the Giles Property. Commissioner DePratter responded.

#### **Commissioner Comments**

Commissioner Nash asked that CM Scott and Attorney Foreman look at the County Charter before making changes to the County's Administrative Code.

### Adjournment

	There being	no further	business.	the meeting	adjourned	at 9:10 p	o.m.
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ATTEST:	Rusty DePratter, Chairman Board of County Commissioners
P. DeWitt Cason Clerk of Circuit Court	