



COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS 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: 2/11/2019 Meeting Date: 2/21/2019

Name: Ed Lontz Department: Solid Waste

Division Manager's Signature:

1. Nature and purpose of agenda item:

Department of Health SOW18-100, Additional Funding-Mosquito Control for Zika Virus - \$12,000

2. Recommended Motion/Action:

Approve Budget Amendment 19-34 - \$12,000

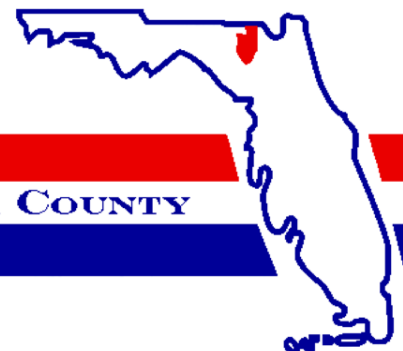
3. Fiscal impact on current budget.

This item is not budgeted. The proposed budget amendment to fund this request is provided below.

The budget amendment number is BA 19-34 using fund(s) 001-GENERAL FUND.

FROM:	TO:	AMOUNT:
001-0000-334.62-03 PUBLIC WELFARE / MOSQUITO CONTROL GRANT	001-6200-562.30-62 OPERATING EXPENDITURES / CHEMICALS	\$5,900.00
001-0000-334.62-03 PUBLIC WELFARE / MOSQUITO CONTROL GRANT	001-6200-562.30-52 OPERATING EXPENDITURES / OPERATING SUPPLIES	\$5,100.00
001-0000-334.62-03 PUBLIC WELFARE / MOSQUITO CONTROL GRANT	001-6200-562.30-64 OPERATING EXPENDITURES / NON-CAPITAL EQUIPMENT	\$1,000.00


District No. 1 - Ronald Williams
District No. 2 - Rocky Ford
District No. 3 - Bucky Nash
District No. 4 - Toby Witt
District No. 5 - Tim Murphy



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Kevin Kirby, Assistant County Manager

FR: Ed Lontz, Solid Waste Director 

DATE: February 5, 2019

RE: FDACS- Budget Amendment for DOH additional funding

Please be advised that the Department of Health is giving \$12,000 of additional funds to the County Mosquito Control program to provide mosquito control for the Zika Virus under the Scope of Work-SOW18-100.

These funds will be utilized to purchase a Portable Dry-Ice Maker w/Co2 Cylinder, iPads, Back-Pack Mister Sprayer and Chemicals.

Attached is the FDACS amendment form to be signed by the Chairman of the Board.

XC: Mosquito Budget FY18/19

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

P.O. BOX 1529

LAKE CITY, FLORIDA 32056-1529

PHONE (386) 755-4100



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

ARTHROPOD CONTROL BUDGET AMENDMENT

ADAM H. PUTNAM
COMMISSIONER

Section 388.361, F.S. and 5E-13.027, F.A.C.
Telephone (850) 617-7911; Fax (850) 617-7939

Submit to:
Mosquito Control
3125 Conner Blvd, Suite E
Tallahassee, FL 32399-1650

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

Amendment No. 4

Fiscal Year: 2018-2019

Date: 2/5/2019

Amending: Local Funds X State Funds (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	Reserves	Present Budget	Increase Request	Decrease Request	Revised Budget
\$ 106,597.00	\$ -	\$ 106,597.00	\$ 12,000.00	\$ -	\$ 118,597.00

NAME SOURCE OF INCREASE: (Explain Decrease)

Dept. of Health additional funding for Zika virus (SOW18-100)

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 82,682.00	\$ -	\$ -	\$ 82,682.00
334.1	State Grant	\$ -	\$ 12,000.00	\$ -	\$ 12,000.00
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	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 82,682.00	\$ 12,000.00	\$ -	\$ 94,682.00
Beginning Fund Balance		\$ 23,915.00	\$ -	\$ -	\$ 23,915.00
Total Budgetary Receipts & Balances		\$ 106,597.00	\$ 12,000.00	\$ -	\$ 118,597.00

BUDGETED EXPENDITURES

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

ACCT NO	Uniform Accounting System Transaction	Present Budget	Increase Request	Decrease Request	Revised Budget
10	Personal Services	\$ 33,209.00	\$ -	\$ -	\$ 33,209.00
20	Personal Services Benefits	\$ 8,337.00	\$ -	\$ -	\$ 8,337.00
30	Operating Expense	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
40	Travel & Per Diem	\$ 500.00	\$ -	\$ -	\$ 500.00
41	Communication Services	\$ -	\$ -	\$ -	\$ -
42	Freight Services	\$ -	\$ -	\$ -	\$ -
43	Utility Service	\$ -	\$ -	\$ -	\$ -
44	Rentals & Leases	\$ -	\$ -	\$ -	\$ -
45	Insurance	\$ -	\$ -	\$ -	\$ -
46	Repairs & Maintenance	\$ 9,400.00	\$ -	\$ -	\$ 9,400.00
47	Printing and Binding	\$ -	\$ -	\$ -	\$ -
48	Promotional Activities	\$ -	\$ -	\$ -	\$ -
49	Other Charges	\$ 500.00	\$ -	\$ -	\$ 500.00
51	Office Supplies	\$ -	\$ -	\$ -	\$ -
52.1	Gasoline/Oil/Lube	\$ 7,327.00	\$ -	\$ -	\$ 7,327.00
52.2	Chemicals	\$ 46,187.00	\$ 5,900.00	\$ -	\$ 52,087.00
52.3	Protective Clothing	\$ -	\$ -	\$ -	\$ -
52.4	Misc. Supplies	\$ 500.00	\$ 5,100.00	\$ -	\$ 5,600.00
52.5	Tools & Implements	\$ -	\$ -	\$ -	\$ -
54	Publications & Dues	\$ 237.00	\$ -	\$ -	\$ 237.00
55	Training	\$ 400.00	\$ -	\$ -	\$ 400.00
60	Capital Outlay	\$ -	\$ -	\$ -	\$ -
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 BUDGET AND CHARGES		\$ 106,597.00	\$ 12,000.00	\$ -	\$ 118,597.00
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 RESERVES		\$ -	\$ -	\$ -	\$ -
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 106,597.00	\$ 12,000.00	\$ -	\$ 118,597.00
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -

APPROVED: _____
Chairman of the Board, or Clerk of Circuit Court

DATE _____

APPROVED: _____
FDACS Mosquito Control Program Designee

DATE _____

**Order No. B45397**

Version Number: 1
Internal Version: false
Issued on Fri, 21 Dec, 2018
Created on Fri, 21 Dec, 2018 by Ariba System

Supplier:
Columbia County Board of County Commissioners
Post Office Draw 1529
Lake City, FL 32056
United States
Phone: 1386-758-1005
Fax: 1
Contact: Lisa Roberts

Ship To:
DOH - Division of Disease Control & Health Protection
4025 Esplanade Way
Bin A-9
Division Director's Office
Tallahassee, FL 32399-0700
United States

Deliver To:
Elizabeth Anderson

Bill To:
DOH - Bureau of Epidemiology
4052 Bald Cypress Way, Bin#A-12
Tallahassee, FL 32399-1720
United States

Entity Description: Department of Health
Organization Code: 64673300000
Object Code: 000000-131300
Expansion Option: VZ
Exemption Status: Yes
Exemption Reason?: 3E

Item	Description	Part Number	Unit	Qty	Need By	Unit Price	Extended Amount
1	Domestic Mosquito Control for Zika Virus		each	12,000	None	\$1.00000 USD	\$12,000.00000 USD
	Domestic Mosquito Control for Zika Virus						

Distributors?: N
Requester: Elizabeth Anderson
Ship To Code: 6480-S-168
State Contract ID:
Contract ID:
Requester Phone:
PR No.: PR10767661
MyGreenFlorida Content: N
Method of Procurement: L - Governmental agency [s 287.057(3)(e)12 F.S., defined in s 163.3164(21), F.S.]
Shipping Method: Best Way
FOB Code: INC-Dest
FOB Code Description: Destination freight paid by vendor and included in price. Title passes upon receipt. Vendor files any claims.
Encumber Funds: Yes
PO Start Date: Fri, 21 Dec, 2018
PO End Date: Sun, 30 Jun, 2019
Fiscal Year Indicator: 2019
PUI#: 6480
Site Code: 640000-EP
Terms and Conditions: http://dms.myflorida.com/mfmp_PO_TC
P Card Order?: No

Total	\$12,000.00000 USD
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Attachments

- ATTACHMENT by Elizabeth Anderson on Wednesday, December 19, 2018 at 12:06 PM
DOH Terms and Conditions 9 13 2018 (004).pdf (367935 bytes)



[12/21/2018]
[8:45 A.M.]
[A.SMALL]

Florida Department of Health
Division of Disease Control and Health Protection
Formal Scope of Work
Domestic Mosquito Control for Zika Virus – XXXX County
SOW18-100

BUDGET AMOUNT: Dollar amount

1. PURPOSE:

This scope of work is to provide domestic mosquito control services in response to a public health emergency to mitigate the spread of the Zika virus. Contractor will provide these services to the Florida Department of Health (Department).

2. TERM:

This scope of work will begin on 12/21/2018 or the date on which the purchase order is issued, whichever is later. It will end at midnight, Eastern Time on 6/30/2019. The State of Florida's performance and obligation to pay under this purchase order and any subsequent renewal is contingent upon annual appropriation by the Legislature and satisfactory performance of the Contractor.

3. LOCATION OF WORK:

The worksite for this scope of work is the following location(s):

XXXX County BCC	Address
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4. CRIMINAL BACKGROUND SCREENING:

The Department will conduct a criminal history record check, including fingerprinting, on the consultant assigned by the Contractor prior to the consultant commencing work for the Department. The Department retains sole discretion as to whether the results of the criminal history record check will result in the Contractor's employee being disqualified from performing services pursuant to this agreement.

5. CONTRACTOR RESPONSIBILITIES:

5.1. **SERVICE TASKS:** Contractor will perform integrated mosquito management including vector born disease surveillance, prevention, and response through provision of the following tasks in the time and manner specified:

- 5.1.1. Secure/purchase surveillance equipment including traps (CDC light, BG Sentinel, gravid, resting, NJ Light, etc.), trap parts, batteries, battery chargers, ovicups, microscopes, forceps, Petri dishes, dry ice, CO₂ canisters, dippers, basters, tongue depressors, seed germination paper, rearing chambers, environmental chambers, freezers, coolers, shipment costs to send specimens via overnight mail, other laboratory equipment and supplies such as fume hoods, throughout the term of this agreement.
- 5.1.2. Secure/purchase abatement materials (product and application tools) throughout the term of this agreement including:
 - Adulticides, larvicides, pupicidal oils (can be granular, liquid, tabular, water dissolvable powders, etc.)

Florida Department of Health
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Formal Scope of Work
Domestic Mosquito Control for Zika Virus – XXXX County
SOW18-100

- Pallet jacks, chemical storage cabinets or shelving
- Equipment used for either adulticiding or larviciding (hand held, backpack, truck-mounted sprayers, or aerial-mounted equipment, ULVs, thermal foggers, mister blowers/barrier application technologies, mixing trailers, atomizers, turbine sprayers)
- Data management systems for accuracy and accountability of treatment records, computers, tablets, cameras
- PPE, chemical safety equipment, insect repellent
- Gambusia fish rearing systems and associated supplies
- Tire removal resources

- 5.1.3. Conduct public education activities including education material give away and dissemination, website and social media management support, travel to attend community outreach events, and the purchase of supplies or equipment used to educate the public throughout the term of this agreement.
- 5.1.4. Maintain staff necessary to carry out the activities of the project throughout the term of this agreement.
- 5.1.5. Develop subcontracts as necessary to support abatement applications, public education, maintenance of facilities and equipment, debris removal, IT support, equipment or facility repairs throughout the term of this agreement.
- 5.1.6. Secure/purchase debris removal and general maintenance supplies (chainsaws, generators, mowers, ditching equipment, storage and security repairs, chippers) throughout the term of this agreement.
- 5.1.7. Cover project related fleet fueling costs throughout the term of this agreement.

5.2. DELIVERABLES:

Contractor will complete and submit the following deliverables to the Department in the time and manner specified:

- 5.2.1. Perform monthly services of domestic mosquito control program in the time and manner specified in Task 5.1.1 through 5.1.7.

6. METHOD OF PAYMENT:

- 6.1. A purchase order will be issued to the Contractor.
- 6.2. The method of payment for this purchase order is cost-reimbursement.
- 6.3. The Contractor will not receive payment in advance for goods or services described in this scope of work.
- 6.4. The Contractor must submit an invoice monthly that provides a detailed accounting of the deliverables performed during the invoice period for which payment is being requested.
- 6.5. The Contractor is responsible for the performance of all tasks and deliverables contained in this scope of work.

7. PERFORMANCE MEASURES AND FINANCIAL CONSEQUENCES:

Florida Department of Health
Division of Disease Control and Health Protection
Formal Scope of Work
Domestic Mosquito Control for Zika Virus – XXXX County
SOW18-100

All deliverables and related tasks must be completed 100% as specified. Failure to satisfactorily complete or submit a deliverable in the time and manner specified will result in a financial consequence as indicated below:

7.1. Failure to complete and submit Deliverable 5.2.1. in the time and manner specified will result in a payment reduction equal to 5 percent of the total monthly invoiced amount.

8. CONTRACTOR TRAVEL REIMBURSEMENT:

The Contractor will not be reimbursed for any travel expenses under this agreement.

9. DEPARTMENT CONTRACT MANAGER:

The Department Contract Manager for this scope of work is:

Elizabeth Anderson Web Customer Support Elizabeth.Andeson@flhealth.gov 850.901.6883	Division of Disease Control and Heath Protection – Director’s office – Information Technology 4025 Esplanade Way, Suite 125Y Tallahassee, FL 32399
<u>Contract Manager Training Database</u>	

10. CONTROLLING TERMS AND CONDITIONS:

- 10.1. Governmental Agency;
- 10.2. Department’s Purchase Order Terms and Conditions;
- 10.3. Contractor’s Response to the Department’s Request for Quote, and
- 10.4. Department Scope of Work SOW18-100.

	Name of Program	Columbia County Mosquito Control, Lake City, FL	
	Date	Funding Request Submitted to DOH/FDACS: 04/18/2018	
Prioritization	Equipment	Dollar Amount (\$)	Brief Description
1	Apple i-Pads Pro 10.5 (7)	\$3,800.00	Will help pin-point problem areas quicker and also provide communication assistance during emergencies.
2	300001 Dilvac Portable Dry-Ice Maker/ Co2 Cylinder	\$1,300.00	Makes Dry-Ice for mosquito traps; requires no electrical power which would assist during emergencies.
3	Maruyama MM300 Mister Backpack Sprayer	\$900.00	Can provide spray in areas unable to access with a Truck mounted ULV unit during emergencies.
Prioritization	Chemical Name	Dollar Amount (\$)	Quantity (lbs, gallons, or ea)
4	Pursuit 4-4 Adulticide	\$5,500.00	275 gallon; ULV adulticide for spraying mosquitoes during emergencies.
5	Natular G30 WSP Larvicide	\$500.00	1 Case; Larvicide for placement in standing water during emergencies.
Prioritization	Other	Dollar Amount (\$)	Brief Description
	None	\$0.00	
	Total Dollar Amount	\$12,000.00	