

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

CONSENT AGENDA
SECOND PAGE

JULY 15, 2010

(Continued)

- (9) Public Works Department – Equipment Purchases – Approval to Purchase 1 Wire Welder \$2,500.00, 2 Zero-Turn Lawnmowers \$19,600.00, 1Dell Computer \$900.00, 6 Weed Eaters \$2,000.00, 1 Caterpillar 120M Motor Grader \$131,849.00**
- (10) External Budget Amendment – Public Works Department – BA # 09-27 – Equipment Purchases (see attached list) - \$156,850.00**
- (11) External Budget Amendment – Landfill – BA #09-26 – Temporary Labor - \$3,000.00**
- (12) Purchasing – RFQ No. 2010-A - General Engineering Services – Top Three Ranked Firms:**
 - (a) Malcolm Pirnie, Inc**
 - (b) HDR Engineering, Inc**
 - (c) North Florida Professional Services, Inc**
- (13) Resolution – Tax Collector’s Office Request Extension of the 2010 Assessment Rolls**
- (14) Utility Permit – Qwest – County Road 245**

AGENDA

SECOND PAGE

HONORABLE RONALD W. WILLIAMS, CHAIRMAN

DISCUSSION AND ACTION ITEM:

- (1) Combined Communications Services – Strategic Planning & Governance Statement of Work – Winbourne & Costas, Inc. Management & Technology Consultants**

District No. 1 - Ronald Williams
District No. 2 - Dewey Weaver
District No. 3 - Jody DuPree
District No. 4 - Stephen E. Bailey
District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager
FROM: Kevin Kirby, Public Works Director
DATE: July 13, 2010
SUBJECT: Equipment Purchases
Budget Amendment Number 09-27

We are requesting Board approval for the following purchases:

- (1) One (1) wire welder for the Mechanic Shop in the amount of \$2,500. We currently have a stick welder but the stick welder is not capable of handling all the different types of repairs the Mechanic Shop has the ability to do.
- (2) Two (2) zero-turn lawnmowers at a cost of \$19,600 to replace two (2) of the mowers that the inmate crews are currently using. The existing mowers are worn-out and we are spending more in repairs than they are worth.
- (3) One (1) Dell computer at a cost of \$900 to replace one (1) being utilized by the Secretary Specialist position that cannot be repaired by Todd Manning.
- (4) Six (6) weed eaters to replace six (6) existing weed eaters being utilized by the inmate crews that are worn out. Total cost \$2,000.
- (5) One (1) Caterpillar 120M Motor Grader at a cost of \$131,849. Cost of grader is \$229,349 and we will receive a buy back credit of \$97,500 on an existing grader.

Additionally, we are requesting Board approval for Budget Amendment #09-27 in the amount of \$156,850 transferring funds from Equipment Reserve into the appropriate Equipment Purchase line items for funding the above request.

Should you have any questions, please do not hesitate to contact me. I appreciate your continued cooperation and assistance to this Department.

Attachment: Budget Amendment #09-27
XC: Mary Sue George, Accounting

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

#10

**Public Works Department
Budget Amendment
FY 2009-2010**

July 12, 2010

Number: BA 09-27

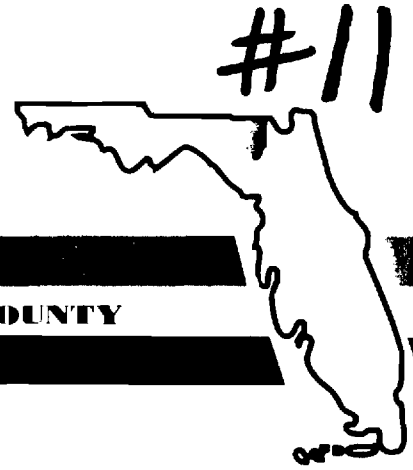
Fund: Transportation

From	To	Amount
101.8400.584.90-97 \$ 156850.00 (Equipment Reserve)	101.4230-541.60-64 (Mechanic Shop - Equipment Purchase)	\$ 2500.00
	101.4270.541.60.64 (Administration - Equipment Purchase)	\$ 900.00
	101.4280.541.60.64 (Tree Trimming - Equipment Purchase)	\$ 21,600.00
	101.4220.541.60.64 (Graded Roads - Equipment Purchase)	\$131,849.00

Description: Purchase of (1) wire welder for mechanic shop, purchase of (1) computer for administration to replace existing one that cannot be repaired, purchase of two (2) lawnmowers and six (6) weed eaters to replace equipment currently used by inmate crews that is worn out, purchase of (1) motorgrader (amount shown is after trade-in credit for existing motorgrader)

Requested By: Kevin Kirby, Public Works Director

District No. 1 - Ronald Williams
District No. 2 - Dewey Weaver
District No. 3 - Jody DuPree
District No. 4 - Stephen E. Bailey
District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

BUDGET AMENDMENT
2009-2010

NUMBER: BA-09-26

DATE: July 12, 2010

FUND: Landfill

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
401.8400.584.9099 Contingency	401.3400.534.1013 Temporary Labor	\$3,000.00

DESCRIPTION: Temporary Walstaff Employee

REFERENCE:

REQUESTED BY: Bill Lycan, Landfill

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

District No. 1 - Ronald Williams
District No. 2 - Dewey Weaver
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BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

Memo

Date: 07/13/2010

To: Board of Commissioners

From: Ben Scott, Purchasing Director *Ben Scott*

RE: RFQ No. 2010-A General Engineering Services

Please find attached for your review the score sheet for General Engineering Services. The ranking committee would like to recommend contracting with the top three ranked firms: Malcolm Pirnie, Inc., HDR Engineering Inc, Bailey, Bishop & Lane, Inc. (now known as North Florida Professional Services, Inc.).

Projects should be assigned to the various firms based on the County Manager's recommendations.

Attachments

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.



Ronnie Brannon, C.F.C.

State Constitution Tax Collector

Proudly Serving Columbia County

135 NE Hernando Ave., Suite 125 • Lake City, Florida 32055-4006

(386) 758-1077 • (386) 758-7462 Fax

#13

July 9, 2010

HAND DELIVERED

Honorable Ronald Williams, Chairman
Columbia County Board of County Commissioners
135 NE Hernando St., Suite 203
Lake City, FL 32055

RECEIVED
JUL - 8 2010

Board of County Commissioners
Columbia County

Dear Commissioner Williams,

This office has discussed with the property appraiser's office the likelihood that, because of recent statutory changes (Amendment 1), completion of the Value Adjustment Board (VAB) hearings for the 2010 tax year will delay the issuance of tax notices beyond November 1. The legislature has made significant changes to the VAB hearing process. Perhaps the most significant change has been to the notice of the VAB hearing that the clerk's office is required to provide petitioners. For many years, petitioners were entitled to receive notice at least 10 days prior to the scheduled hearing. That time period has extended in five-day increments until now petitioners must receive notice of the hearing at least 25 days prior to the hearing date. See section 194.032(2), Florida Statutes (2005). The petitioners also are entitled to have their hearing date rescheduled upon written request; as a result, the VAB hearings are beginning later and taking longer to conclude.

There is a statutory process whereby the county commission can authorize the VAB and the property appraiser to make a first certification and extension of the 2010 tax rolls prior to the completion of the VAB hearings so that tax notices can be timely issued by November 1.

Section 197.323(1), Florida Statutes (2005), provides that:

Notwithstanding the provisions of s.193.122, the Board of County Commissioners may, upon request by the Tax Collector and by majority vote, order the roll to be extended prior to the completion of value adjustment board hearings, if completion thereof would otherwise be the only cause for a delay in the issuance of tax notices beyond November 1.

I do hereby request the Board of County Commissioners, by resolution, to authorize and direct the VAB and the property appraiser to certify and extend the 2010 tax rolls prior to completion of the VAB hearing pursuant to section 197.323.

7/15/10
Agenda

Honorable Ronald Williams, Chairman
July 9, 2010
Page Two

The final tax rolls will be recertified following the conclusion of the VAB hearings in accordance with section 193.122, Florida Statutes (2005).

I have attached a sample resolution for your review and forward same to Mr. Marlin Feagle in an electronic format.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronnie Brannon". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Ronnie Brannon
State Constitution Tax Collector
Proudly Serving Columbia County

RB/zll

Attachment

Cc: Mr. Marlin Feagle, w/attachment
Mr. Dale Williams, w/attachment

RESOLUTION NO. 2010-R-26

**A RESOLUTION OF COLUMBIA COUNTY, FLORIDA,
PROVIDING FOR THE EXTENSION OF THE 2010
ASSESSMENT ROLLS PURSUANT TO SECTIONS
197.323 AND 193.122, FLORIDA STATUTES; AND
PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, Pursuant to section 197.323, Florida Statutes (2005), the Board of County Commissioners may, upon request by the tax collector and by majority vote, order the assessment rolls to be extended prior to completion of value adjustment board hearings, if completion thereof would otherwise be the only cause for delay in the issuance of tax notices beyond November 1; and

WHEREAS, Section 193.122, Florida Statutes sets forth provisions for the certification of the assessment rolls and directs the value adjustment board to certify each assessment roll upon order of the Board of County Commissioners; and

WHEREAS, The completion of the Columbia County Value Adjustment Board Hearings for the 2010 tax year will delay issuance of tax notices beyond November 1; and

WHEREAS, a delay in the issuance of tax notices may result in a disruption of the operations of the Columbia County Taxing Authorities.

NOW THEREFOR, BE IT RESOLVED THAT pursuant to the provisions of section 197.323 Florida Statutes (2005) and section 193.122, Florida Statutes (2005), the Board of County Commissioners, by majority vote, orders the 2010 assessment rolls to be extended prior to the completion of the Value Adjustment Board hearings and again after conclusion of all hearings.

DULY PASSED AND ADOPTED this _____ Day of _____, 2010.

Ronald Williams, Chairman

ATTEST:

CLERK TO THE BOARD

#14

COLUMBIA COUNTY BOARD OF COUNTY COMISSIONERS
UTILITY PERMIT

Date: 7/7/2010 Permit No. _____ County Road 245 Section No. _____

Permittee QWEST

Address 1505 NW 150TH AVE. Telephone Number (918) 640-5969

Requesting permission from Columbia County, Florida, hereinafter called the County, to contract, operate and maintain (2) 2" HDPE CONDUIT (1) EQUIPT WITH FIBER OPTIC CABLE

FROM: FDOT STA 42 QWEST STA 24+50 TO: FDOT STA 80 QWEST STA 5+00

Submitted for the Utility Owner by: QWEST Signature [Signature] Date 7/7/2010
Typed Name & Title

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 corporate limits of Municipality: YES () NO (X). If YES: LAKE CITY () FORT WHITE (). A letter of notification was mailed on JULY 6 to the following utility owners _____

2. The Columbia County Public Works Director shall be notified twenty-four (24) hours prior to starting work and again immediately upon completion of work. The Public Works Director is KEVIN KIEBY located at P.O. Box 969 Lake City, FL 32056 Telephone Number 386-719-7565 The PERMITTEE's employee responsible for Maintenance of Traffic is TBD Telephone Number _____ (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 60 days after issuance of permit, and shall be completed within 90 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.

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 STA 24+50 and STA 5+00 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: _____

WORKING IN CONJUNCTION WITH DOT PROJECT # 406813-6-S2-01.
NEW R/L IS DICTATED BY DOT TO AVOID CONFLICT
WITH NEW BRIDGE CONSTRUCTION

It is understood and agreed that commencement by the PERMITTEE is acknowledgment and acceptance of the binding nature of these specialist instructions.

Submitted By: QWEST COMMUNICATIONS
Permitted

[Signature]
Signature and Title QWEST AGENT

Place Corporate Seal

Attested

Utilities Permit
Page three
Revised: 8/17/00

Recommended for Approval:

Signature: 

Title: DIRECTOR of Public Works

Date: 07-08-10

Approval by Board of County Commissioners, Columbia County, Florida:

YES () NO ()

Date Approved: _____

Chairman's Signature: _____

07 07 2010

Quest Proposed (2) 2" HDPE Duct

Directional Bore Profile
Need to be 10' minimum at 150' from each end and 30' minimum under creek bottom. 3,330'

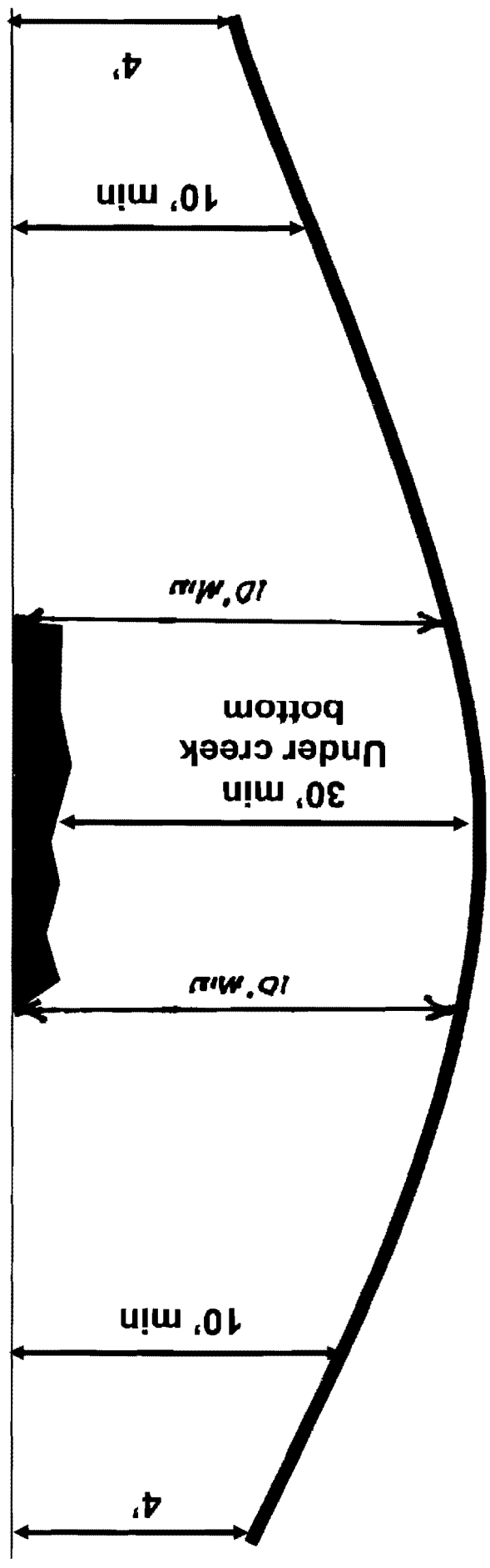
MP 13 52+80 / 0+00

24+50 Begin Bore

26+00

3+50

5+00 End Bore

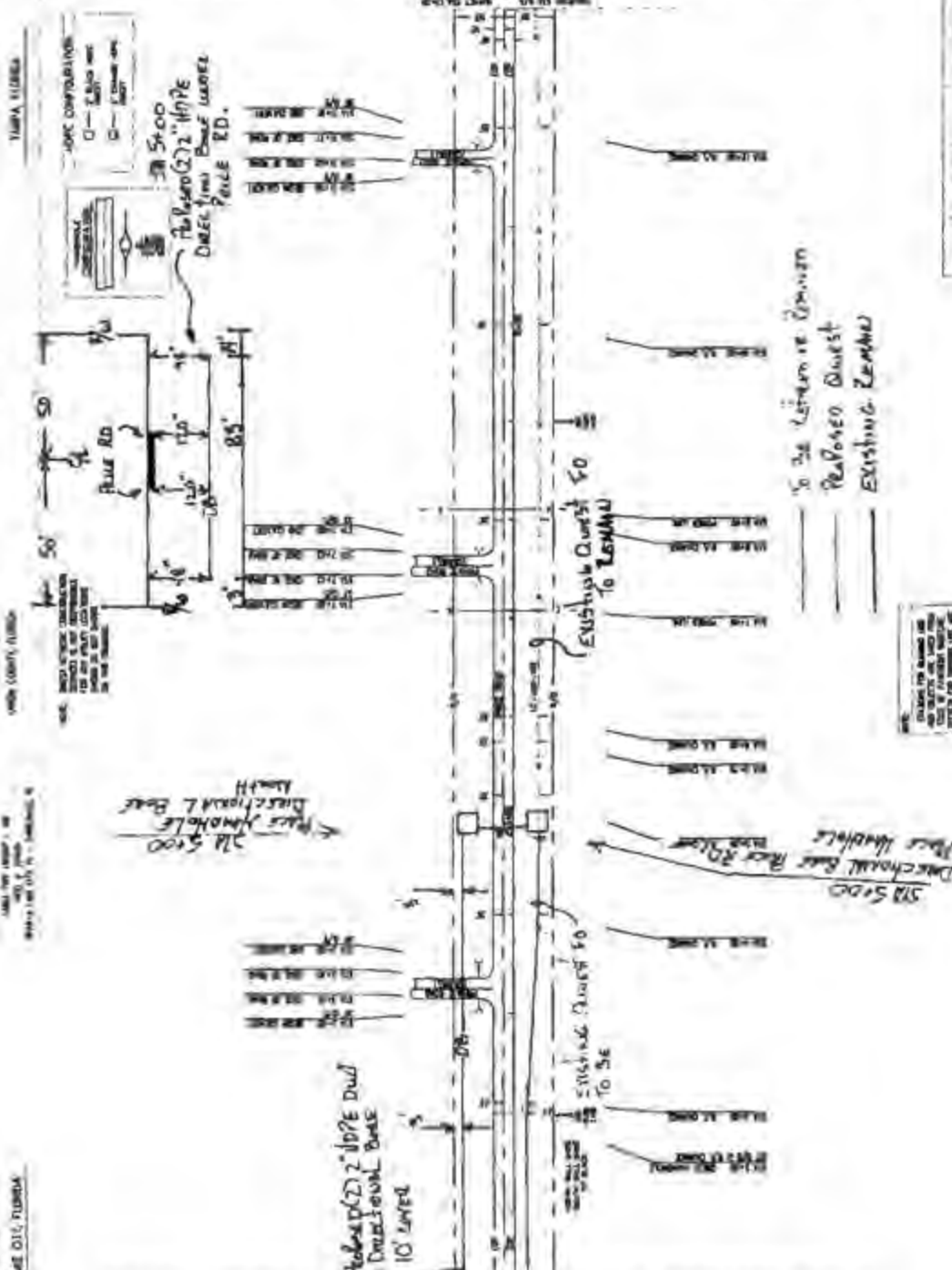




PROJECT #	27790
DESIGNER	LS&M, A.
LAME QTY. 1	
SECTION	BEHAVIOR 2
SCALE	3/8" = 1'
RANGE	5 5
MATERIAL LIST	QUANTITY
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50. 1/2" X 1/2" X 1/2" X 1/2"	1

Qwest
Network
Construction
Services

FILE	1000 0701 0001 0001
DATE	JUL 25, 2001
SCALE	1" = 40'
DESIGNER	LS&M, A.
PROJECT	27790
SHEET	13
TOTAL SHEETS	14



DATE: JUL 25, 2001
SCALE: 1" = 40'

PROJECT: 27790

SHEET: 13

TOTAL SHEETS: 14

Dale Williams

7-15-10
Agenda

From: Wendell Johnson [johnsonw@lcfla.com]
Sent: Thursday, July 08, 2010 11:06 AM
To: Dale Williams; Mark Hunter
Cc: Argatha Gilmore; tmaureau@wcimc.com
Subject: Cobminded Communications Services
Attachments: Combined Communications Strategic Planning and Governance SOW - 7-8-10.docx

Good morning Dale and Sheriff Hunter.

Please find Tom's proposal for consulting assistance. We welcome any comments and/or concerns you may have with the contractual arrangement. Dale, as far as the fee, let me know if, and how you will participate. Tom is prepared to start and we are proposing the first session for Monday, July 12th at 9:00 a.m. in the City Council Chambers. Please advise if you prefer an alternative to the time and/or location.

Thanks

Wendell Johnson

Wendell Johnson
City Manager
City of Lake City
205 N. Marion Ave.
Lake City, FL 32055
Phone: 386-719-5784
Fax: 386-752-4896
Email: johnsonw@lcfla.com

July 7, 2010

Chief Argatha Gilmore
Lake City Police Department
225 NW Main Blvd
Lake City, Florida 32025

Tom Maureau
Winbourne & Costas
1411 K Street NW Suite 200
Washington, DC 20005

Re: Statement of Work to Assist the City of Lake City and Columbia County regarding the Combined Communications Center Project. Facilitate Strategic Plan, Goals and Objectives; and Inter-Local Agreement/Governance Workshops.

1.0 General Project Information

The following Statement of Work (SOW) defines the principal activities and responsibilities of Winbourne & Costas, Inc (WCI), and the City of Lake City and Columbia County resources for the facilitation of Strategic Planning, Goals and Objectives; and Inter-Local Agreement/Governance Workshop(s). The establishment of these workshops is the outcome of City of Lake City and Columbia County officials desire to ensure the Combined Communications Center Project is completed in a successful manner. The objective of these workshops is to discuss, obtain consensus when possible and document the overall strategic vision, goals and objectives and governance of the Combined Communications Center.

1.1 Deliverable Approval Timeframes

For the purposes of tasks detailed within this statement of work, the City of Lake City and WCI both agree that the workshop activities will begin on July 12, 2010 and conclude at the end of the period of performance covered by this SOW. The City of Lake City and WCI may agree to extend the period of performance at any time during the period of time covered by this SOW.

1.2 Agencies Involved

Public Safety agencies involved in the Combined Communications Center Project are expected to participate in the workshop meetings and provide relevant information and data when applicable. WCI will provide oversight and facilitation of workshop meetings covered by this SOW.

1.3 Project Schedule

The schedule for this task is as follows:

1.4 Project Deliverables and Payment Milestones

The Deliverable Description and associated payment milestones are as follows:

Task	Deliverable Descriptions	Payment Milestone
A	City of Lake City Acceptance of Workshop Deliverables	100%

1.5 Assumptions

The following assumptions are incorporated into this statement of work:

1. City of Lake City and Columbia County will provide adequate and secure workspace (if applicable)
2. City of Lake City and Columbia County will provide adequately furnished meeting room space for all workshop meetings
3. City of Lake City and Columbia County will provide timely scheduling of stakeholders to facilitate attendance at the workshops

1.6 Project Statement of Work

Each task includes the following: Task Number, Task Description, and Responsibilities of both the City of Lake City and WCI.

1.7 Project Administration

The City of Lake City has designated _____ as the Primary Point of Contact for all work related to this SOW. As the Primary Point of Contact, _____ has day to day responsibilities for supporting all project tasks.

1.8 Task Description

Task A: Execution of Strategic Planning, Goals and Objectives and Governance Workshops

Task Description:

WCI will, in advance of the workshops, work with key stakeholders to prepare and develop a draft agenda and workshop related planning materials. These activities will precede the commencement of subsequent workshop activities. WCI will facilitate on-site workshop activities for Combined Communications Center Strategic Planning, Goals and Objectives and Inter-Local Agreement/Governance. **The approximate number of hours for this Task is 16 hours.** WCI will invoice for total number of hours used if less than the 16 hours allocated. The City of Lake City and WCI can agree to increase the number of hours via an addendum to this SOW.

The initial workshop will begin on July 12, 2010 in Columbia County, Florida with the remaining schedule to be determined no later than the conclusion of the July 12, 2010 workshop. The length of each workshop session will be determined by the project team.

Responsibilities:

WCI Shall

1. Work with City of Lake City and Columbia County staff to develop all project related planning materials
2. Facilitate on-site workshop meetings
3. Provide the workshop members with an understanding of focus group principles, goals, and objectives
4. Assist workshop participants in identifying and prioritizing key issues to be resolved for the Combined Communications Center strategic planning, goals and objectives; and Inter-Local Agreement/Governance tasks
5. Produce a written report of workshop meeting notes, agreements, issues to be resolved and other relevant information. A meeting scribe will maintain current workshop meeting notes at all meetings
6. Provide industry best practice information during the course of discussion when applicable

City of Lake City shall:

1. Coordinate the attendance of relevant workshop personnel in meetings and/or teleconferences to support the preparation of project planning materials
2. Provide appropriate communications to attendees to ensure they are appropriately prepared to participate in workshop sessions
3. Ensure all relevant stakeholders are involved in the workshop process
4. Identify the location and provide all necessary logistics for these meetings

Deliverables

1. Workshop agenda and related planning materials
2. Notes of the completed workshop sessions
3. Documentation of issues and proposed solutions developed through the course of workshop discussions

Completion Criteria:

This task is considered complete upon delivery to and acceptance of the City of Lake City

Primary Point of Contact of the workshop deliverables.

1.9 Price:

The price associated with this project is \$140.00 per hour for a maximum 16 hours. The hourly rate includes all WCI expenses (i.e., travel, per diem, materials). There are no separate fees from the hourly rate. The 16 hour total (if all hours are expended) for this SOW is \$2240.00

City of Lake City – Signature and Date

Printed Name

Winbourne & Costas – Signature and Date

Printed Name