BUSHNELL CITY COUNCIL

REGULAR CITY COUNCIL MEETING OCTOBER 2, 2023 6:00 P.M.

COUNCIL CHAMBERS
117 E. JOE P. STRICKLAND, JR.
AVENUE

AGENDA BUSHNELL CITY COUNCIL REGULAR CITY COUNCIL MEETING 117 EAST JOE P. STRICKLAND, JR. AVENUE OCTOBER 2, 2023 6:00 P.M.

CALL MEETING TO ORDER INVOCATION
PLEDGE OF ALLEGIANCE WELCOME
ATTENDANCE ROLL CALL

CONSENT AGENDA

- 1. APPROVAL OF THE MINUTES FROM THE REGULAR CITY COUNCIL MEETING AND THE FIRST BUDGET HEARING HELD ON SEPTEMBER 7, 2023.
 - 2. APPROVAL OF THE FINANCIAL REPORTS.

CITIZEN'S FORUM (LIMITED TO 3 MINUTES PER PERSON)

NEW BUSINESS

- 1. CONSIDERATION OF A SPONSORSHIP DONATION FROM THE SOUTH SUMTER MIDDLE SCHOOL DEBATE TEAM TO REPRESENT SUMTER COUNTY SCHOOL DISTRICT AS PART OF THE NATIONAL SPEECH AND DEBATE COMPETITIVE CIRCUIT.
- 2. SECOND AND FINAL READING OF ORDINANCE 2023-53, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.
 - 3. SECOND AND FINAL READING OF ORDINANCE 2023-54, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.

- 4. SECOND AND FINAL READING OF ORDINANCE 2023-55, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.
- 5. SECOND AND FINAL READING OF ORDINANCE 2023-56, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.
- 6. SECOND AND FINAL READING OF ORDINANCE 2023-57, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS L-IND, LIGHT INDUSTRIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.
- 7. SECOND AND FINAL READING OF ORDINANCE 2023-58, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS I-1, LIGHT INDUSTRIAL, AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.
- 8. SECOND AND FINAL READING OF ORDINANCE 2023-59, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-008 OWNERS: DERRICK DANIEL & NICOLE RANAE WEST
- 9. SECOND AND FINAL READING OF ORDINANCE 2023-60, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS G-COMM, GENERAL COMMERCIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-008 OWNERS: DERRICK DANIEL & NICOLE RANAE WEST
- 10. SECOND AND FINAL READING OF ORDINANCE 2023-61, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS C-2, GENERAL COMMERCIAL, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-008 OWNERS: DERRICK DANIEL & NICOLE RANAE WEST

- 11. FIRST READING OF ORDINANCE 2023-62, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N27-002 OWNERS: SUSAN R. HARLEY & LAURA A. TROTMAN
- 12. FIRST READING OF ORDINANCE 2023-63, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS LDR, LOW-DENSITY RESIDENTIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: N27-002 OWNERS: SUSAN R. HARLEY & LAURA A. TROTMAN
- 13. FIRST READING OF ORDINANCE 2023-64, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS RSF-1, SINGLE-FAMILY LOW DENSITY RESIDENTIAL, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N27-002 OWNERS: SUSAN R. HARLEY & LAURA A. TROTMAN
- 14. FIRST READING OF ORDINANCE 2023-65, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, AMENDING THE CITY OF BUSHNELL CODE OF ORDINANCES, SPECIFICALLY AMENDING CHAPTER 16, OFFENSES AND MISCELLANEOUS PROVISIONS, SECTION 16-7, SMOKING WITHIN CITY-OWNED BUILDINGS, PARKS, AND RECREATIONAL AREAS; AND PROVIDING AN EFFECTIVE DATE.
- 15. APPROVAL OF RESOLUTION 2023-12, A RESOLUTION OF THE CITY OF BUSHNELL, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.
- 16. REQUEST FOR APPROVAL TO UTILIZE THE FLORIDA MUNICIPAL POWER AGENCY'S MASTER SERVICES AGREEMENT WITH GEORGE F. YOUNG INC. TO UPDATE THE CITY OF BUSHNELL ELECTRIC SYSTEM GIS MAPS AND ELECTRIC ASSET INVENTORY.
- 17. RECOMMENDATION TO AWARD BID TO ECO-2000 INC. FOR THE EMERGENCY WASTEWATER TREATMENT PLANT SBR TANK REPAIR.
- 18. RECOMMENDATION TO AWARD CONTRACT(S) TO ANDY EASTON ASSOCIATES & GUARDIAN CRM, INC. FOR PROFESSIONAL GRANT WRITING AND ADMINISTRATION SERVICES.
- 19. REQUEST FOR APPROVAL OF THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RESILIENT FLORIDA VULNERABILITY ASSESSMENT GRANT AGREEMENT.

INFORMATION

1. COUNCILWOMAN MARGE THIES – CITY OF BUSHNELL RECREATION ADVISORY COMMITTEE UPDATE.

CORRESPONDENCE

CITY CLERK REPORT AND REQUEST – CHRISTINA DIXON

<u>CITY MANAGER/DIRECTOR OF PUBLIC WORKS REPORT AND REQUEST- MIKE</u>
<u>EASTBURN</u>

CITY ATTORNEY REPORT AND REQUEST - FELIX ADAMS

STAFF REPORT AND REQUEST:

CUSTOMER SERVICE AND INFORMATION SYSTEMS DIRECTOR - CHRISTINA SIMMONS

- 1. REMINDER: 2023 FALL FESTIVAL ON SATURDAY, OCTOBER 21ST IN THE BUSHNELL DOWNTOWN PARK.
- 2. REMINDER: DADE BATTLEFIELD HAUNTED EVENT ON FRIDAY & SATURDAY, OCTOBER 27TH AND 28TH AT THE DADE BATTLEFIELD HISTORIC STATE PARK.

DIRECTOR OF ZONING & CODE COMPLIANCE – KRISTIN GREEN

1. NEXT BACE MEETING TO BE HELD ON TUESDAY, OCTOBER 10, 2023 AT 5:30 P.M.

ELECTRIC UTILITY DIRECTOR- RONALD STRICKLAND

<u>FINANCE DIRECTOR – SHELLEY RAGAN</u>

HUMAN RESOURCES DIRECTOR - RICARDO LAFONT

WATER & WASTEWATER

SUMTER COUNTY SHERIFF'S DEPARTMENT – LT. MICHAEL CASSIDY

CITY COUNCIL COMMENTS AND INFORMATION

DEPARTMENT REPORTS

ADJOURN REGULAR CITY COUNCIL MEETING

If any person decides to appeal any decision of the City Council, with respect to any matter considered at such meeting or hearing, he or she will need a record of such proceeding, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Fla. Stat. Sec.

CONSENT AGENDA

CONSENT AGENDA

ITEM # 1

APPROVAL OF THE MINUTES FROM THE REGULAR CITY COUNCIL MEETING AND THE FIRST BUDGET HEARING HELD ON SEPTEMBER 7, 2023.

MINUTES

BUSHNELL CITY COUNCIL

REGULAR CITY COUNCIL MEETING & FIRST BUDGET HEARING 117 EAST JOE P. STRICKLAND, JR. AVENUE

SEPTEMBER 7, 2023 6:00 P.M.

Mayor Simmons called the Meeting to order at 6:00 P.M. followed by the Invocation and The Pledge of Allegiance. Mayor Simmons welcomed all present and explained the manner in which to be heard during the meeting.

ROLL CALL PRESENT: Mayor Jessie Simmons Jr.

Councilwoman Marge Thies Councilwoman Karen Davis Councilman Dale Swain Vice-Mayor Lance Lowery

ALSO PRESENT: Mike Eastburn, City Manager/Director of Public Works

Felix Adams, City Attorney Christina Dixon, City Clerk Shelley Ragan, Finance Director

Lt. Michael Cassidy, Sumter County Sheriff's Office Kristin Green, Director of Zoning & Code Compliance

Christina Simmons, Customer Service/Information Systems Director

Ricardo Lafont, HR Director

Ronald Strickland, Electric Director

Mayor Simmons asked City Clerk, Christina Dixon to read the agenda items.

CONSENT AGENDA

1. APPROVAL OF THE MINUTES FROM THE REGULAR CITY COUNCIL MEETING HELD ON AUGUST 7, 2023.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve the minutes from the Regular Council Meeting held on August 7, 2023. Motion carried 5/0.

2. APPROVAL OF THE MINUTES FROM THE BUDGET WORKSHOP AND SPECIAL MEETING (MILLAGE) HELD ON JULY 24, 2023.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve the minutes from the Budget Workshop and Special Meeting (Millage) held on July 24, 2023. Motion carried 5/0.

3. APPROVAL OF THE FINANCIAL REPORTS.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve the Financial Reports. Motion carried 5/0.

CITIZEN'S FORUM (LIMITED TO 3 MINUTES PER PERSON)

Cindy Brown (Congressman Daniel Webster's Representative) Discussion Subject:

• Ms. Brown introduced herself to City Council and those present at the meeting

Motion made by Mayor Simmons, and seconded by Vice-Mayor Lowery, to read New Business Items 1-30 by title only. Motion carried 5/0.

NEW BUSINESS

1. SECOND AND FINAL READING OF ORDINANCE 2023-33, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: N14-007 OWNER: DAVID G. AND RUTH ELLEN SMITH

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-33 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

2. SECOND AND FINAL READING OF ORDINANCE 2023-34, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, ZONING DISTRICT, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N14-007 OWNER: DAVID G. AND RUTH ELLEN SMITH

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-34 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

3. SECOND AND FINAL READING OF ORDINANCE 2023-35, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS MFHD, MULTI-FAMILY HIGH DENSITY ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: N10-109 & N10-007 OWNER: LUCILLE HACKER

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-35 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

4. SECOND AND FINAL READING OF ORDINANCE 2023-36, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS RMF-15, MULTIPLE FAMILY HIGH DENSITY RESIDENTIAL, ZONING DISTRICT, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N10-109 & N10-007 OWNER: LUCILLE HACKER

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-36 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

5. SECOND AND FINAL READING OF ORDINANCE 2023-37, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS T, TRANSITIONAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: N16A197 OWNER: QUINTYN DESTRY & DANIELLE MORRISON

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-37 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

6. SECOND AND FINAL READING OF ORDINANCE 2023-38, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS C-1, NEIGHBORHOOD BUSINESS AND PROFESSIONAL OFFICES, ZONING DISTRICT, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N16A197 OWNER: QUINTYN DESTRY & DANIELLE MORRISON

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-38 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

7. SECOND AND FINAL READING OF ORDINANCE 2023-39, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS G-COMM, GENERAL COMMERCIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: PORTION OF N07-009 OWNER: I-75 COMMERCE PARK, LLC.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-39 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

8. SECOND AND FINAL READING OF ORDINANCE 2023-40, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS C-3, GENERAL BUSINESS ARTERIAL, AND PROVIDING AN EFFECTIVE DATE. PARCEL: PORTION OF N07-009 OWNER: I-75 COMMERCE PARK, LLC.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-40 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

9. SECOND AND FINAL READING OF ORDINANCE 2023-41, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS RVP, R/V PARK, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: PORTION OF N07-009 OWNER: I-75 COMMERCE PARK, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-41 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

10. SECOND AND FINAL READING OF ORDINANCE 2023-42, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS RVP, RV PARK, AND PROVIDING AN EFFECTIVE DATE. PARCEL: PORTION OF N07-009 OWNER: I-75 COMMERCE PARK, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-42 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

11. SECOND AND FINAL READING OF ORDINANCE 2023-43, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS MFHD, MULTI-FAMILY HIGH DENSITY, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: PORTION OF N07-005 OWNER: I-75 COMMERCE PARK, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-43 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

12. SECOND AND FINAL READING OF ORDINANCE 2023-44, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS RMF-15, MULTIPLE FAMILY HIGH DENSITY RESIDENTIAL, AND PROVIDING AN EFFECTIVE DATE. PARCEL: PORTION OF N07-005 OWNER: I-75 COMMERCE PARK, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-44 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

13. SECOND AND FINAL READING OF ORDINANCE 2023-45, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-006 OWNER: HIW CONSTRUCTION SERVICES, INC.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-45 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

14. SECOND AND FINAL READING OF ORDINANCE 2023-46, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS G-COMM, GENERAL COMMERCIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-006 OWNER: HIW CONSTRUCTION SERVICES, INC.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-46 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

15. SECOND AND FINAL READING OF ORDINANCE 2023-47, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS C-2, GENERAL COMMERCIAL, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-006 OWNER: HIW CONSTRUCTION SERVICES, INC.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-47 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

16. SECOND AND FINAL READING OF ORDINANCE 2023-48, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J26-002 OWNER: SOUTHERN PROPERTIES FLORIDA, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-48 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

17. SECOND AND FINAL READING OF ORDINANCE 2023-49, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS CM, COMMUNITY MIXED, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: J26-002 OWNER: SOUTHERN PROPERTIES FLORIDA, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-49 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

18. SECOND AND FINAL READING OF ORDINANCE 2023-50, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS CMUPUD, COMMUNITY MIXED USED PLANNED UNIT DEVELOPMENT, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J26-002 OWNER: SOUTHERN PROPERTIES FLORIDA, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-50 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

19. SECOND AND FINAL READING OF ORDINANCE 2023-51, AN ORDINANCE RELATING TO REINSTATING MEMBERSHIP INTO THE FLORIDA RETIREMENT SYSTEM FOR GENERAL EMPLOYEES.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-51 on the second and final reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

20. FIRST READING OF ORDINANCE 2023-53, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-53 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

21. FIRST READING OF ORDINANCE 2023-54, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-54 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

22. FIRST READING OF ORDINANCE 2023-55, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-55 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

23. FIRST READING OF ORDINANCE 2023-56, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-56 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

24. FIRST READING OF ORDINANCE 2023-57, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS L-IND, LIGHT INDUSTRIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-57 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

25. FIRST READING OF ORDINANCE 2023-58, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS I-1, LIGHT INDUSTRIAL, AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-58 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

26. FIRST READING OF ORDINANCE 2023-59, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-008 OWNERS: DERRICK DANIEL & NICOLE RANAE WEST

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to pass Ordinance 2023-59 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

27. FIRST READING OF ORDINANCE 2023-60, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS G-COMM, GENERAL COMMERCIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-008 OWNERS: DERRICK DANIEL & NICOLE RANAE WEST

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-60 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

28. FIRST READING OF ORDINANCE 2023-61, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS C-2, GENERAL COMMERCIAL, AND PROVIDING AN EFFECTIVE DATE. PARCEL: J14-008 OWNERS: DERRICK DANIEL & NICOLE RANAE WEST

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to pass Ordinance 2023-61 on the first reading. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

29. APPROVAL OF RESOLUTION 2023-08, A RESOLUTION OF THE CITY OF BUSHNELL, FLORIDA APPROVING AN INVENTORY LIST OF MUNICIPALLY OWNED PROPERTY THAT IS APPROPRIATE FOR USE AS AFFORDABLE HOUSING PURSUANT TO SECTION 166.0451, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve Resolution 2023-08, approving an inventory list of municipally owned property that is appropriate for use as affordable housing pursuant to Section 166-0451, Florida Statutes; providing for conflicts, severability and an effective date. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

30. APPROVAL OF RESOLUTION 2023-09, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, GRANTING A SPECIAL EXCEPTION TO ALLOW THE SALE OF BEER AND WINE.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to approve Resolution 2023-09, granting a Special Exception to allow the sale of beer and wine. Roll call vote: Councilwoman Thies Yea, Vice-Mayor Lowery Yea, Councilwoman Davis Yea, Councilman Swain Yea, and Mayor Simmons Yea. Motion carried 5/0.

31. RECOMMENDATION TO APPROVE THE 2023 FALL FESTIVAL SPECIAL EVENTS ALCOHOL APPLICATION.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve the recommendation for the 2023 Fall Festival Special Events Alcohol Application. Motion carried 5/0.

32. RECOMMENDATION TO AMEND THE CITY OF BUSHNELL PROCUREMENT POLICY.

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve the recommendation to amend the City of Bushnell Procurement Policy. Motion carried 5/0.

33. RECOMMENDATION TO AWARD BID TO LOWERY'S TRUE VALUE FOR THE GRAVELY PRO-TURN 600 MOWER.

Motion made by Councilwoman Davis, and seconded by Councilman Swain, to approve the recommendation to award bid to Lowery's True Value for the Gravely Pro-Turn 600 Mower. Motion carried 4/0 (Vice-Mayor Lowery Abstain)

34. RECOMMENDATION TO APPROVE THE ADDITION AND UPDATES TO THE CITY OF BUSHNELL'S PERSONNEL POLICY.

Motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, to approve the recommendation for the addition and updates to the City of Bushnell's Personnel Policy. Motion carried 5/0.

INFORMATION

1. COUNCILWOMAN MARGE THIES – CITY OF BUSHNELL RECREATION ADVISORY COMMITTEE UPDATE.

Councilwoman Thies

Discussion Subject: Park Updates

- No meeting in August
- Next meeting will be September 21st at 11:00 A.M. in the City Council Chambers, the public is invited and urged to attend
- No meeting in October

CORRESPONDENCE

CITY CLERK REPORT AND REQUEST - CHRISTINA DIXON

City Clerk, Christina Dixon Discussion Subject:

Form 6

CITY MANAGER/DIRECTOR OF PUBLIC WORKS REPORT AND REQUEST- MIKE EASTBURN

<u>CITY ATTORNEY REPORT AND REQUEST – FELIX ADAMS</u>

STAFF REPORT AND REQUEST:

CUSTOMER SERVICE AND INFORMATION SYSTEMS DIRECTOR – CHRISTINA SIMMONS
DIRECTOR OF ZONING & CODE COMPLIANCE – KRISTIN GREEN

1. NEXT BACE MEETING TO BE HELD ON TUESDAY, SEPTEMBER 12, 2023 AT 5:30 P.M.

Director of Zoning, Kristin Green Discussion Subject:

• Reminder: BACE Meeting on Tuesday, September 12, 2023 at 5:30 P.M.

ELECTRIC UTILITY DIRECTOR- RONALD STRICKLAND

FINANCE DIRECTOR – SHELLEY RAGAN

1. REMINDER OF THE SECOND AND FINAL BUDGET HEARING THAT WILL BE HELD MONDAY, SEPTEMBER 25, 2023 AT 6:00 P.M.

Finance Director, Shelley Ragan

Discussion Subject:

 Reminder: Second and Final Budget Hearing on Monday, September 25, 2023 at 6:00 P.M.

HUMAN RESOURCES DIRECTOR – RICARDO LAFONT

WATER & WASTEWATER

SUMTER COUNTY SHERIFF'S DEPARTMENT – LT. MICHAEL CASSIDY

CITY COUNCIL COMMENTS AND INFORMATION

DEPARTMENT REPORTS

ADJOURN REGULAR CITY COUNCIL MEETING

Motion made by Councilman Swain, and seconded by Vice-Mayor Lowery, to adjourn the Regular City Council Meeting. Motion carried 5/0.

FIRST BUDGET PUBLIC HEARING

1. BUDGET CONTENT SUMMARY

Motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, to approve the proposed 2023-2024 budget as presented. Motion carried 5/0.

- 2. CITIZEN INPUT
- 3. SCHEDULING OF THE SECOND AND FINAL BUDGET HEARING FOR SEPTEMBER 25, 2023 AT 6:00 P.M.

Motion made by Vice-Mayor Lowery, and seconded by Councilman Swain, to schedule the Second and Final Budget Hearing for September 25, 2023 at 6:00 P.M. Motion carried 5/0.

ADJOURN FIRST BUDGET PUBLIC HEARING

Motion made by Councilman Swain, and seconded by Vice-Mayor Lowery, to adjourn the meeting. Motion carried 5/0.

If any person decides to appeal any decision of the City Council, with respect to any matter considered at such meeting or hearing, he or she will need a record of such proceeding, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Fla. Stat. Sec.

CONSENT AGENDA

ITEM # 2

APPROVAL OF THE FINANCIAL REPORTS.

CITY OF BUSHNELL SCHEDULE OF CHECKING ACCOUNTS

ACCOUNT NAMES	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
	10/25/2022	11/21/2022	12/29/2022	1/27/2023	2/28/2023	3/28/2023	4/25/2023	5/25/2023	6/23/2023	7/25/2023	8/25/2023	9/25/2023
POOLED CASH												
General	4,728,662.70	5,027,295.46	5,776,646.29	5,770,806.69	5,948,269.09	5,467,307.47	5,261,176.94	5,854,277.01	5,723,415.85	5,713,746.83	6,364,962.53	6,322,000.34
Electric	862,305.14	785,407.24	321,497.26	290,378.97	291,688.09	599,001.74	707,940.33	1,082,829.55	1,585,536.32	1,354,951.16	1,732,014.88	1,929,572.71
Water	1,822,024.46	1,827,903.08	1,864,796.62	1,887,237.19	1,910,122.79	1,945,392.93	1,936,879.34	1,653,043.20	1,654,788.54	1,684,728.68	1,715,588.13	1,715,012.87
Wastewater	329,510.90	352,538.30	259,617.08	286,938.26	326,920.34	374,012.54	308,080.15	815,052.64	835,742.85	874,639.89	848,889.41	813,897.23
Sanitation	593,776.53	616,336.12	635,370.29	656,006.83	629,260.56	642,652.72	660,220.54	678,883.50	692,155.42	712,807.41	696,871.65	705,074.10
Cemetery	73,416.71	71,815.81	75,185.56	75,376.71	72,304.05	74,881.50	76,843.62	75,617.81	81,313.49	79,906.05	82,577.19	80,705.58
TOTAL POOLED ACCT BAL RESTRICTED ACCOUNTS	8,409,696.44	8,681,296.01	8,933,113.10	8,966,744.65	9,178,564.92	9,103,248.90	8,951,140.92	10,159,703.71	10,572,952.47	10,420,780.02	11,440,903.79	11,566,262.83
100000												
Regular Employee Pension Plan	4,390,452.74	4,292,695.06	4,292,695.06	4,341,649.74	4,587,330.61	4,459,461.86	4,539,452.91	4,559,875.97	4,508,420.44	4,715,217.96	4,825,076.18	4,714,898.22
Community Trust Fund Reserve Acct.	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03	513,432.03
Community Trust Fund Council Committed	1,246,895.64	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57	1,358,618.57
League Fees	5,321.79	5,321.79	6,075.99	6,975.99	9,799.47	10,233.42	10,233.42	10,233.42	12,168.65	12,470.17	14,046.12	14,046.12
Other Special Event Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cemetery Cert of Deposits	420,391.94	420,391.94	420,391.94	420,391.94	420,391.94	420,391.94	420,391.94	408,953.01	408,953.01	408,953.01	408,953.01	408,953.01
Wastewater Bond Reserve Accts	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96	2,887.96
Wastewater CRC Reserve Account	368,187.00	368,187.00	368,187.00	368,187.00	368,187.00	368,187.00	368,187.00	368,187.00	368,187.00	368,187.00	399,187.00	399,187.00
Water CRC Reserve Account	113,625.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00	142,875.00
Water SRF Loan Debt Service Acct.	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85	12,770.85
Water Bond Reserve Accts	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25	2,636.25
Meter Deposit Account	804,334.02	803,661.64	805,871.00	808,928.96	808,339.01	808,290.35	808,161.07	810,377.60	806,604.68	806,632.54	828,680.03	824,959.25
Electric Rate Stabilization	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82	77,987.82
TOTAL RESTRICTED BALANCE	7,958,923.04	8,001,465.91	8,004,429.47	8,057,342.11	8,305,256.51	8,177,773.05	8,257,634.82	8,268,835.48	8,215,542.26	8,422,669.16	8,587,150.82	8,473,252.08
STATE BOARD OF ADMINISTRATION								ese een deelke				
Electric Pool A	126,865.23	127,477.88	127,890.19	128,357.57	128,854.01	129,325.29	129,856.70	130,396.88	130,976.01	131,549.76	132,152.33	132,778.47
Utility Tax Pool A	624.13	627.13	629.15	631.45	633.89	636.22	638.82	641.47	644.32	647.14	650.10	653.17
R & R Investment Pool A	307,084.68	308,567.59	309,565.60	310,696.91	311,898.57	313,039.30	314,325.61	315,633.10	317,034.90	318,423.69	319,882.25	321,397.89
TOTAL SBA ACCTS BAL	434,574.04	436,672.60	438,084.94	439,685.93	441,386.47	443,000.81	444,821.13	446,671.45	448,655.23	450,620.59	452,684.68	454,829.53
BALANCE FOR ALL ACCTS	16,803,193.52	17,119,434.52	17,375,627.51	17,463,772.69	17,925,207.90	17,724,022.76	17,653,596.87	18,875,210.64	19,237,149.96	19,294,069.77	20,480,739.29	20,494,344.44

City of Bushnell AUGUST 2023 GENERAL FUND REVENUE-EXPENSE REPORT

Include Non-Anticipated: Yes Include Non-Budget: No Revenue Account Range: 001-311-1000 Expend Account Range: 001-1100-000-0000 to 001-389-1000

Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 to 001-8200-582-7213

int Zero YTD Activity: No				•	Prior	Prior Year: 08/01/22 to 08/31/22		
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real	
TAXES- REAL & PERSONAL PROPERTY	73.37	666,109.00	311.74	654,615.86	0.00	11,493.14-	98	
LOCAL GOVERNMENT SALES SUR TAX - DISC	52,767.08	454,425.00	64,495.00	521,280.95	0.00	66,855.95	115	
FRANCHISE TAX - ELECTRIC	923.43	5,837.00	2,334.86	17,081.88	0.00	11,244.88	293	
CITY UTILITIES SERVICE TAX	53,753.88	438,405.00	59,368.36	604,641.15	0.00	166,236.15	138	
UTILITY SERVICE TAX - ELECTRIC	1,046.12	7,124.00	2,250.53	17,608.89	0.00	10,484.89	247	
COMMUNICATION SERVICE TAX	9,565.86	112,736.00	9,931.22	110,413.35	0.00	2,322.65-	98	
UTILITY SERVICE TAX - GAS	9,676.38	41,249.00	4,287.54	55,292.31	0.00	14,043.31	134	
AND DEVELOPMENT FEES	43,679.55	45,956.00	1,278.08	18,845.45	0.00	27,110.55-	41	
AND DEVELOPMENT FEES - BUILDING PERMITS	0.00	30,638.00	37,552.22	100,928.88	0.00	70,290.88	329	
SAFETY GRANT PROCEEDS	0.00	1,500.00	0.00	0.00	0.00	1,500.00-	0	
INSURANCE PROCEEDS	0.00	0.00	0.00	440.57	0.00	440.57	0	
FRDAP GRANT PROCEEDS	0.00	200,000.00	0.00	0.00	0.00	200,000.00-	0	
CDBG GRANT PROCEEDS	0.00	0.00	0.00	6,706.73	0.00	6,706.73	0	
STATE REVENUE SHARING	30,965.68	130,432.00	35,713.08	133,139.96	0.00	2,707.96	102	
MOBILE HOME LICENSES	138.37	6,795.00	140.25	7,496.01	0.00	701.01	110	
ALCOHOL BEVERAGE LICENSES	0.00	3,529.00	48.94	3,838.61	0.00	309.61	109	
TATE OF FL 7 CENT SALES TAX	18,436.31	235,303.00	24,784.28	264,090.89	0.00	28,787.89	112	
TATE HIGHWAY SIGNAL AND LIGHTING MAINTE	0.00	11,461.00	0.00	11,461.32	0.00	0.32	100	
SUMTER CO. LOCAL OPTION FUEL TAX	9,841.11	109,083.00	11,390.95	94,693.00	0.00	14,390.00-	87	
CONTRIBUTIONS FROM CITIZENS/ORGANIZATION	0.00	0.00	0.00	1,151.15	0.00	1,151.15	0	
SPECIAL EVENTS (FALL FEST)	2,735.00	24,287.00	17,155.00	34,330.00	0.00	10,043.00	141	
OTHER SPECIAL EVENTS FEES	0.00	0.00	0.00	1,800.00	0.00	1,800.00	0	
PARKS AND RECREATION LEAGUE FEE	20.00	5,995.00	10.00	6,605.00	0.00	610.00	110	
FINES & FORFEITURES	614.92	14,441.00	675.31	9,498.46	0.00	4,942.54-	66	
POLICE EDUCATION	70.00	933.00	46.00	655.26	0.00	277.74-	70	
MISCELLANEOUS REVENUES	513.98	1,023.00	0.00	1,936.86	0.00	913.86	189	
INTEREST	71.29	907.00	3,988.20	35,872.77	0.00	34,965.77	***	
RENT - COMM BUILDING/BALL FIELDS	1,450.00	8,400.00	1,160.00	7,810.00	0.00	590.00-	93	
RENTAL - TOWER SPACE	23,840.16	40,000.00	3,433.33	21,973.55	0.00	18,026.45-	55	
PROCEEDS FROM SALE OF ASSETS	0.00	0.00	0.00	58,407.00	0.00	58,407.00	0	
COMMUNITY TRUST FUND FEES (ACMS)	0.00	2,147,426.00	0.00	1,599,772.63	0.00	<u>547,653.37</u> -	<u>74</u> 91	
001 GENERAL FUND Revenue Total	260,182.49	4,743,994.00	280,354.89	4,402,388.49	0.00	341,605.51-	91	

City of Bushnell AUGUST 2023 GENERAL FUND REVENUE-EXPENSE REPORT

Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
1100 LEGISLATIVE	1,741.55	32,954.00	1,749.46	24,393.22	0.00	8,560.78	74
1300 ADMINISTRATIVE	55,644.80	1,234,843.45	73,702.97	1,137,946.22	0.00	96,897.23	92
1400 LEGAL COUNCIL	2,010.75	24,129.00	2,010.75	22,118.25	0.00	2,010.75	92
2100 POLICE	64,927.42	801,475.00	66,805.34	734,858.74	0.00	66,616.26	92
2400 CODE COMPLIANCE	27,106.60	251,985.00	25,452.51	278,170.89	0.00	26,185.89-	110
4100 STREET	246,376.37	1,032,973.00	27,052.26	1,220,650.80	0.00	187,677.80-	118
7100 LIBRARY	135.30	1,661.00	172.41	1,748.30	0.00	87.30-	105
7200 PARKS & RECREATION	29,598.19	798,669.00	35,860.06	410,091.43	0.00	388,577.57	51
7400 SPECIAL EVENTS	0.00	42,779.00	7,757.49	43,955.84	0.00	1,176.84-	103
7900 OTHER REC SERVICES	0.00	15,506.00	0.00	0.00	0.00	15,506.00	0
8200 REDEMPTION OF LONG TERM DEBTO 001 GENERAL FUND Expend Total	0.00 427,540.98	221,608.00 4,458,582.45	<u>0.00</u> 240,563.25	221,607.72 4,095,541.41	0.00	0.28 363,041.04	<u>100</u> 92
001 GENERAL FUND	Revenues: Expended: Net Income:	Prior 260,182.49 427,540.98 167,358.49-	Current 280,354.89 240,563.25 39,791.64	YTD 4,402,388.49 4,095,541.41 306,847.08			

Grand Totals		Prior	Current	YTI
	Revenues:	260,182.49	280,354.89	4,402,388.49
	Expended:	427,540.98	240,563.25	4,095,541.4
	Net Income	167 358 49-	39 791 64	306 847 0

City of Bushnell AUGUST 2023 CEMETERY FUND REVENUE-EXPENSE REPORT

Revenue Account Range: 131-360-0000 Expend Account Range: 131-3900-000-0000 Print Zero YTD Activity: No		to 131-389-1000 to 131-3900-539-6400		Include Non-Anticipated: Yes Include Non-Budget: No		Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 Prior Year: 08/01/22 to 08/31/22			
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real		
INTEREST	1,640.16	6,000.00	0.00	9,705.42	0.00	3,705.42	162		
SALE OF CEMETERY LOTS	0.00	7,000.00	3,000.00	7,500.00	0.00	500.00	107		
CONTRIBUTIONS	0.00	6,272.00	250.00	7,060.00	0.00	788.00	113		
TRANSFER FROM GENERAL	0.00	60,000.00	0.00	60,000.00	0.00	0.00	100		
CASH CARRIED FORTH	0.00	17,256.00	0.00	0.00	0.00	<u> 17,256.00</u> -	<u>0</u> 87		
131 CEMETERY FUND Revenue Total	1,640.16	96,528.00	3,250.00	84,265.42	0.00	12,262.58-	87		
Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd		
CEMETERIES:	0.00	0.00	0.00	0.00	0.00	0.00	0		
CONTRACTUAL SERVICES	1,225.00	28,578.00	910.00	14,210.00	0.00	14,368.00	50		
POSTAGE AND FREIGHT	0.00	200.00	0.00	158.00	0.00	42.00	79		
UTILITY SERVICES	198.86	2,500.00	229.01	2,470.24	0.00	29.76	99		
REPAIR & MAINTENANCE	95.00	5,000.00	0.00	305.71	0.00	4,694.29	6		
OTHER CURRENT CHARGES	0.00	50.00	0.00	0.00	0.00	50.00	0		
OPERATING SUPPLIES	0.00	50.00	0.00	0.00	0.00	50.00	Ô		
REPURCHASE OF LOTS	0.00	150.00	0.00	0.00	0.00	150.00	Ö		
CAPITAL OUTLAY	0.00	60,000.00	0.00	0.00	0.00	60,000.00	Ô		
131 CEMETERY FUND Expend Total	1,518.86	96,528.00	1,139.01	17,143.95	0.00	79,384.05	18		
131 CEMETERY FUND		Prior	Current	YTD					
	Revenues:	1,640.16	3,250.00	84,265.42					
	Expended:	1,518.86	1,139.01	17,143.95					
	Net Income:	121.30	2,110.99	67,121.47					
Grand Totals	•	Prior	Current	YTD					
	Revenues:	1,640.16	3,250.00	84,265.42					
	Expended:	1,518.86	1,139.01	17,143.95 67,121,47					
	Net Income:	121.30	2,110.99	67,121.47					

City of Bushnell AUGUST 2023 ELECTRIC FUND REVENUE-EXPENSE REPORT

Revenue Account Range: 410-314-1200 Expend Account Range: 410-4120-000-0000 rint Zero YTD Activity: No	to 410-389-7000 to 410-4120-582-7320			Include Non-Anticipated: Yes Include Non-Budget: No		Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 Prior Year: 08/01/22 to 08/31/22			
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real		
CITY SURCHARGE	2,367.96	18,352.00	2,439.55	23,420.56	0.00	5,068.56	128		
SAFETY GRANT PROCEEDS	0.00	1,500.00	0.00	0.00	0.00	1,500.00-	0		
RESIDENTIAL ELECTRIC SALES	128,988.94	1,308,509.00	131,693.59	1,136,958.74	0.00	171,550.26-	87		
P.C.A. RESIDENTIAL ELECT. SALES	64,811.75	653,214.00	66,162.99	750,235.03	0.00	97,021.03	115		
COMMERCIAL NON-DEMAND SALES	130,920.43	1,304,166.00	133,637.69	1,232,494.75	0.00	71,671.25-	94		
P.C.A. COMM. NON-DEMAND SALES	67,422.65	678,458.00	68,834.81	858,003.61	0.00	179,545.61	126		
COMMERCIAL KWH DEMAND SALES	160,017.27	1,784,772.00	206,431.89	1,678,848.40	0.00	105,923.60-	94		
P.C.A. COMMERCIAL KWH DEMAND SALES	137,417.80	1,525,514.00	139,994.75	1,857,308.03	0.00	331,794.03	122		
HIGH LOAD CREDIT FACTOR	0.00	0.00	0.00	898.74-	0.00	898.74-	0		
COMMERCIAL KW REVENUE	39,709.13	467,321.00	54,479.12	456,694.90	0.00	10,626.10-	98		
P.C.A. STREET LIGHT SALES	0.00	0.00	0.00	743.09-	0.00	743.09-	0		
PRIVATE AREA LIGHTS	4,730.90	56,939.00	4,739.40	50,830.79	0.00	6,108.21-	89		
CONTRIBUTION IN AID OF CONSTRUCTION	9,654.03	0.00	0.00	436.07	0.00	436.07	0		
PENALITIES AND RECONNECTS	42.33	32,082.00	3,473.09	40,382.79	0.00	8,300.79	126		
MISCELLANEOUS REVENUES	30.00	340.00	30.00	7,003.67	0.00	6,663.67	***		
MISCELLANEOUS - NSF FEE	0.00	260.00	120.00	620.00	0.00	360.00	238		
MISC. REV. (SERVICE CHARGE)	0.00	0.00	0.00	275.00	0.00	275.00	0		
MISC. REV. (POLE RENTAL)	14,451.09	17,279.00	14,476.02	19,066.98	0.00	1,787.98	110		
INSTALLATION FEE	0.00	5,000.00	0.00	80,356.83	0.00	75,356.83	***		
MISC. REV (SCRAP METAL SALES)	0.00	0.00	0.00	3,322.78	0.00	3,322.78	0		
INTEREST	3.11	500.00	1,062.69	4,772.38	0.00	4,272.38	954		
INTEREST SBA	832.67	2,500.00	<u>2,141.78</u>	<u>19,294.19</u>	0.00	<u>16,794.19</u>	<u>772</u>		
410 ELECTRIC UTILITY FUND Revenue Total	761,400.06	7,856,706.00	829,717.37	8,218,683.67	0.00	361,977.67	105		
Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd		
ELECTRIC:	0.00	0.00	0.00	0.00	0.00	0.00	0		
EXECUTIVE SALARIES	6,539.81	95,323.00	10,153.86	47,068.33	0.00	48,254.67	49		
REGULAR SALARIES	34,251.52	464,787.00	58,814.01	442,836.71	0.00	21,950.29	95		
ON CALL SALARIES	973.59	13,803.00	0.00	0.00	0.00	13,803.00	0		
OTHER SALARIES, OT, HOLIDAY	60.48	6,161.00	1,171.45	9,370.48	0.00	3,209.48-	152		
SPECIFIED COMPENSATION	0.00	2,250.00	0.00	0.00	0.00	2,250.00	0		
FICA TAXES	2,560.61	35,965.00	4,370.78	31,611.31	0.00	4,353.69	88		
MEDICARE TAXES	612.85	8,411.00	1,065.23	7,629.26	0.00	781.74	91		
REGULAR EMPLOYEE PENSION PLAN REPP	2,306.84	26,244.00	4,809.92	30,385.23	0.00	4,141.23-	116		
DEFERRED COMP-CITY SHARE	10.00	356.00	45.00	573.19	0.00	217.19-	161		

City of Bushnell AUGUST 2023 ELECTRIC FUND REVENUE-EXPENSE REPORT

Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
REGULAR EMPLOYEE DEFINED CONTRIBUTION PL	7,228.22	52,986.00	11.34-	14,007.22	0.00	38,978.78	26
GROUP INSURANCE	5,735.62	66,493.00	5,304.61	66,491.35	0.00	1.65	100
GROUP INSURANCE (DEPENDENT)	1,634.41	19,642.00	1,110.89	18,521.02	0.00	1,120.98	94
GROUP INSURANCE (RETIREES)	347.81	5,037.00	477.66	5,177.58	0.00	140.58-	103
GROUP INSURANCE HRA	630.25	18,000.00	838.75	12,308.74	0.00	5,691.26	68
WORKMEN'S COMPENSATION INSURANCE	0.00	3,464.00	0.00	3,463.56	0.00	0.44	100
PROFESSIONAL SERVICES	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
ACCOUNTING & AUDITING	0.00	22,500.00	0.00	24,300.00	0.00	1,800.00-	108
CONTRACTUAL SERVICES	14,339.54	155,400.00	72.01	96,290.26	0.00	59,109.74	62
IT SUPPORT CONTRACTS	1,078.71	35,390.00	2,744.11	25,907.95	0.00	9,482.05	73
TRAVEL PER DIEM	116.07	5,500.00	25.00	1,849.66	0.00	3,650.34	34
COMMUNICATION SERVICES	400.09	6,000.00	432.99	4,730.19	0.00	1,269.81	79
POSTAGE AND FREIGHT	0.00	5,400.00	879.03	6,306.94	0.00	906.94-	117
UTILITY SERVICES	509.87	10,000.00	912.90	7,012.25	0.00	2,987.75	70
RENTALS	0.00	15,000.00	0.00	876.10	0.00	14,123.90	6
GENERAL INSURANCE	0.00	17,935.00	0.00	17,462.67	0.00	472.33	97
REPAIR & MAINTENANCE	4,974.69	85,000.00	31,055.75	91,022.93	0.00	6,022.93-	107
OTHER CURRENT CHARGES	123.13	8,000.00	2,815.23	10,523.22	0.00	2,523.22-	132
OFFICE SUPPLIES	27.68	500.00	157.35	488.86	0.00	11.14	98
OPERATING SUPPLIES	1,263.28	30,000.00	1,413.04	21,449.32	0.00	8,550.68	72
IT OPERATING SUPPLIES	0.00	3,825.00	19.98	704.78	0.00	3,120.22	18
OPERATING SUPPLIES - FUEL	1,709.16	16,000.00	1,559.02	12,225.12	0.00	3,774.88	76
SMALL TOOLS AND EQUIPMENT	2,304.85	12,000.00	33.99	1,700.02	0.00	10,299.98	14
SAFETY EQUIPMENT	501.90	7,000.00	640.00	3,721.80	0.00	3,278.20	53
IT LICENSES	153.68	14,877.00	1,986.10	13,510.39	0.00	1,366.61	91
BOOKS, PUB, SUBS, & MEMBERSHIPS	0.00	10,000.00	0.00	9,745.72	0.00	254.28	97
TRAINING	553.00	15,000.00	650.24	9,022.64	0.00	5,977.36	60
DEMAND & ENERGY CHARGE	599,889.05	5,903,521.00	466,717.11	4,592,356.75	0.00	1,311,164.25	78
BAD DEBT EXPENSE	0.00	0.00	0.00	427.61-	0.00	427.61	0
(INTEREST) 2018 & 2019 ALTEC TRUCKS	1,042.72	525.00	0.00	525.27	0.00	0.27-	100
INTEREST (SECO PERMANENT FINANCING)	0.00	175,677.00	0.00	175,677.36	0.00	0.36-	100
FMPA POOLED LOAN FEES	0.00	7,000.00	0.00	6,100.00	0.00	900.00	<u>87</u> 79
410 ELECTRIC UTILITY FUND Expend Total	691,879.43	7,390,972.00	600,264.67	5,822,526.57	0.00	1,568,445.43	79

410 ELECTRIC UTILITY FUND		Prior	<u>Current</u>	YTD
	Revenues:	761,400.06	829,717.37	8,218,683.67
	Expended:	691,879.43	600,264.67	5,822,526.57
	Net Income	69 520 63	229 452 70	2 396 157 10

Revenue Account Range: 420-314-1200 Expend Account Range: 420-4220-000-0000 Print Zero YTD Activity: No	to 420-389-7000 to 420-4220-582-7208		Include Non-Anticipated: Yes Include Non-Budget: No		Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 Prior Year: 08/01/22 to 08/31/22		
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
CITY UTILITIES SURCHARGE	1,472.21	20,201.00	1,647.75	15,784.79	0.00	4,416.21-	78
SAFETY GRANT PROCEEDS	0.00	100.00	0.00	0.00	0.00	100.00-	0
ARPA WATER REVENUES	18,506.00	481,866.00	0.00	0.00	0.00	481,866.00-	0
FDEP SRF PLANNING GRANT/LOAN	250,118.00	0.00	0.00	0.00	0.00	0.00	0
CONTRIBUTION IN AID OF CONSTRUCTION	4,623.34	0.00	4,301.75	6,826.40	0.00	6,826.40	0
RESIDENTIAL WATER SALES	23,430.46	277,220.00	27,599.32	276,877.81	0.00	342.19-	100
COMMERCIAL WATER SALES	44,296.90	633,314.00	53,190.19	542,641.70	0.00	90,672.30-	86
BACKFLOW PREVENTOR CHARGE	0.00	2,000.00	0.00	5,275.00	0.00	3,275.00	264
PENALTIES & RECONNECTION FEES	146.38	4,975.00	404.38	5,510.01	0.00	535.01	111
WATER CONNECTION FEES	0.00	4,000.00	315.51	4,692.18	0.00	692.18	117
OTHER WATER REVENUES	2,420.00	12,650.00	2,245.00	18,500.00	0.00	5,850.00	146
CAPACITY RESERVATION CHARGE	0.00	0.00	1,125.00	26,335.00	0.00	26,335.00	0
MISCELLANEOUS REVENUES	0.00	0.00	119.09	478.04	0.00	478.04	0
MISCELLANEOUS - NSF	0.00	60.00	0.00	40.00	0.00	20.00-	67
INTEREST	23.47	215.00	1,052.20	11,118.30	0.00	10,903.30	***
420 WATER UTILITY FUND Revenue Total	345,036.76	1,436,601.00	92,000.19	914,079.23	0.00	522,521.77-	61
Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
WATER UTILITY:	0.00	0.00	0.00	0.00	0.00	0.00	0
EXECUTIVE SALARIES	2,326.92	42,360.00	0.00	0.00	0.00	42,360.00	0
REGULAR SALARIES	13,130.51	184,609.00	38,354.48	280,314.04	0.00	95,705.04-	152
ON CALL SALARIES	531.18	5,423.00	0.00	0.00	0.00	5,423.00	0
OTHER SALARIES, OT. HOLIDAY	629.53	8,305.00	2,671.38	26,164.14	0.00	17,859.14-	315
SPECIFIED COMPENSATION	0.00	2,660.00	0.00	0.00	0.00	2,660.00	0
FICA TAXES	776.21	15,088.00	2,048.40	15,008.35	0.00	79.65	99
MEDICARE TAXES	201.38	3,529.00	479.06	3,510.15	0.00	18.85	99
REGULAR EMPLOYEE PENSION PLAN REPP	549.66	5,312.00	612.98	6,117.56	0.00	805.56-	115
DEFERRED COMP-CITY SHARE	0.00	293.00	0.00	610.04	0.00	317.04-	208
REGULAR EMPLOYEE DEFINED CONTRIBUTION PL	3,262.79	13,450.00	0.00	12,010.94	0.00	1,439.06	89
GROUP INSURANCE	3,837.61	42,745.00	5,085.99	45,495.56	0.00	2,750.56-	106
GROUP INSURANCE (DEPENDENT)	1,278.78	15,368.00	947.32	9,925.57	0.00	5,442.43	65
GROUP INSURANCE (RETIREE)	142.22	5,037.00	142.36	1,567.12	0.00	3,469.88	31
GROUP INSURANCE HRA	358.98	10,000.00	602.68	8,049.60	0.00	1,950.40	80
WORKMEN'S COMPENSATION INSURANCE	0.00	4,206.00	0.00	4,205.96	0.00	0.04	100
PROFESSIONAL SERVICES	2,505.00	591,866.00	5,000.00	11,895.00	0.00	579,971.00	2

City of Bushnell AUGUST 2023 WATER FUND REVENUE-EXPENSE REPORT

Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
ACCOUNTING & AUDITING	0.00	3,500.00	0.00	3,780.00	0.00	280.00-	108
CONTRACTUAL SERVICES	3,865.42	40,000.00	476.01	17,569.14	0.00	22,430.86	44
IT SUPPORT CONTRACTS	653.17	4,273.00	313.47	4,620.03	0.00	347.03-	108
TRAVEL PER DIEM	39.03	1,800.00	409.32	1,617.15	0.00	182.85	90
COMMUNICATION SERVICES	266.35	4,700.00	434.05	3,945.85	0.00	754.15	84
POSTAGE AND FREIGHT	0.00	5,400.00	215.00	5,218.83	0.00	181.17	97
UTILITY SERVICES	3,001.20	45,862.00	3,391.84	42,231.94	0.00	3,630.06	92
RENTALS	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0
GENERAL INSURANCE	0.00	5,401.00	0.00	4,462.43	0.00	938.57	83
REPAIR & MAINTENANCE	2,955.21	50,227.28	2,762.26	25,737.42	0.00	24,489.86	51
OTHER CURRENT CHARGES	1,393.15	15,602.00	1,539.88	26,800.10	0.00	11,198.10-	172
OFFICE SUPPLIES	16.43	500.00	157.35	559.61	0.00	59.61-	112
OPERATING SUPPLIES	402.58	32,000.00	7,020.93	20,310.62	0.00	11,689.38	63
IT OPERATING SUPPLIES	0.00	425.00	360.45	1,438.77	0.00	1,013.77-	339
OPERATING SUPPLIES - FUEL	1,047.25	13,000.00	2,230.23	13,459.52	0.00	459.52-	104
SMALL TOOLS AND EQUIPMENT	65.96	7,600.00	141.98	2,678.22	0.00	4,921.78	35
SAFETY EQUIPMENT	0.00	500.00	168.63	215.63	0.00	284.37	43
OPERATING SUPPLIES - WATER TREAT	4,220.34	38,000.00	5,163.52	42,136.43	0.00	4,136.43-	111
IT LICENSES	17.08	1,653.00	220.70	1,943.39	0.00	290.39-	118
BOOKS, PUB, SUBS, & MEMBERSHIPS	260.20	2,000.00	277.13	1,379.23	0.00	620.77	69
EDUCATION	0.00	8,000.00	250.00	2,931.25	0.00	5,068.75	37
BAD DEBT EXPENSE	0.00	0.00	0.00	130.02-	0.00	130.02	0
SRF SR48 UTILITY RELOCATION INTEREST	0.00	3,732.00	0.00	3,732.13	0.00	0.13-	100
DWSRF ELEV TK/COMPANION 600400/600401	1,055.73	1,732.00	802.35	1,732.24	0.00	0.24-	100
2017 WATER & SEWER BOND INTEREST	0.00	21,307.00	0.00	21,100.12	0.00	206.88	<u>99</u> 53
420 WATER UTILITY FUND Expend Total	48,789.87	1,261,465.28	82,279.75	674,344.06	0.00	587,121.22	53

420 WATER UTILITY FUND		Prior	Current	YTD
	Revenues:	345,036.76	92,000.19	914,079.23
	Expended:	48,789.87	82,279.75	674,344.06
	Net Income:	296,246,89	9,720,44	239.735.17

Grand Totals		Prior	Current	YTD
	Revenues:	345,036.76	92,000.19	914,079.23
	Expended:	48,789.87	82,279.75	674,344.06

City of Bushnell AUGUST 2023 WASTEWATER FUND REVENUE-EXPENSE REPORT

Revenue Account Range: 425-314-1200 Expend Account Range: 425-4250-000-0000 rint Zero YTD Activity: No	to 425-389-7000 to 425-4250-582-7208		Include Non-Ant Include No	icipated: Yes n-Budget: No	Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 Prior Year: 08/01/22 to 08/31/22		
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
CITY SURCHARGE	2,373.09	31,843.00	2,658.41	25,628.97	0.00	6,214.03-	80
SAFETY GRANT PROCEEDS	0.00	799.00	0.00	0.00	0.00	799.00-	0
ARPA WASTEWATER REVENUES	1,890.00	515,913.00	0.00	58,016.25	0.00	457,896.75-	11
SPECIAL APPROPRIATIONS	0.00	864,000.00	0.00	0.00	0.00	864,000.00-	0
FDEP SRF PLANNING GRANT/LOAN	0.00	10,350.00	0.00	0.00	0.00	10,350.00-	0
FDEP SRF EMERGENCY TANKAGE REPAIR	0.00	500,000.00	0.00	0.00	0.00	500,000.00-	0
CDBG GRANT REVENUES	0.00	0.00	0.00	150,527.75	0.00	150,527.75	0
CONTRIBUTION IN AID OF CONSTUCTION	0.00	0.00	19,581.82	42,897.72	0.00	42,897.72	0
PENALITIES AND RECONNECTS	3.34-	5,988.00	395.99	5,029.53	0.00	958.47-	84
CAPACITY RESERVATION CHARGE	0.00	0.00	0.00	44,840.00	0.00	44,840.00	0
LEACHATE DISPOSAL FEES	0.00	75,000.00	0.00	0.00	0.00	75,000.00-	0
RESIDENTIAL SALES	17,724.05	180,809.00	21,563.97	209,072.44	0.00	28,263.44	116
COMMERCIAL SALES	56,438.68	813,535.00	63,837.10	660,265.28	0.00	153,269.72-	81
WHOLESALES SALES	6,484.17	103,295.00	10,449.11	103,995.95	0.00	700.95	101
EXCESS BOD - TSS	9,547.77	95,050.00	2,852.61	75,107.29	0.00	19,942.71-	79
EONE MONTHLY FEE	799.00	9,125.00	823.14	8,680.99	0.00	444.01-	95
EONE PUMP REPLACEMENT REVENUE	0.00	0.00	0.00	5,818.33	0.00	5,818.33	0
TRANSFER FROM GENERAL FUND	0.00	420,000.00	0.00	420,000.00	0.00	0.00	100
425 WASTEWATER UTILITY FUND Revenue Tota	95,253.42	3,625,707.00	122,162.15	1,809,880.50	0.00	1,815,826.50-	<u>100</u> 43
Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
WASTEWATER UTILITY:	0.00	0.00	0.00	0.00	0.00	0.00	0
EXECUTIVE SALARIES	2,288.46	42,360.00	0.00	0.00	0.00	42,360.00	0
REGULAR SALARIES	12,546.63	153,016.00	10,474.94	97,868.49	0.00	55,147.51	64
ON CALL SALARIES	1,126.36	15,894.00	0.00	0.00	0.00	15,894.00	0
OTHER SALARIES, OT, HOLIDAY	1,673.28	20,313.00	842.29	11,902.39	0.00	8,410.61	59
SPECIFIED COMPENSATION	0.00	2,711.00	0.00	0.00	0.00	2,711.00	0
FICA TAXES	1,026.60	14,526.00	836.20	7,960.11	0.00	6,565.89	55
MEDICARE TAXES	243.58	3,397.00	195.56	1,861.64	0.00	1,535.36	55
REGULAR EMPLOYEE PENSION PLAN REPP	957.22	7,637.00	1,150.83	8,988.94	0.00	1,351.94-	118
DEFERRED COMP CITY SHARE	0.07	231.00	0.00	59.40	0.00	171.60	26
REGULAR EMPLOYEE DEFINED CONTRIBUTION PL	3,604.71	10,942.00	0.00	4,260.29	0.00	6,681.71	39
GROUP INSURANCE	3,005.06	30,656.00	1,324.23	19,792.56	0.00	10,863.44	65
GROUP INSURANCE (DEPENDENT)	496.20	5,963.00	555.44	6,550.74	0.00	587.74-	110
GROUP INSURANCE HRA	237.67	6,000.00	200.89	4,275.64	0.00	1,724.36	71

City of Bushnell AUGUST 2023 WASTEWATER FUND REVENUE-EXPENSE REPORT

Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
WORKMEN'S COMP INSURANCE	0.00	2,711.00	0.00	2,711.04	0.00	0.04-	100
PROFESSIONAL SERVICES	82,323.38	440,000.00	0.00	37,746.39	0.00	402,253.61	9
PROFESSIONAL SERVICES - CDBG	0.00	0.00	0.00	116,195.18	0.00	116,195.18-	0
PROFESSIONAL SERVICES - WWTP EXPANSION	0.00	0.00	80,049.10	169,727.50	0.00	169,727.50-	0
PROFESSIONAL SERV-WW LEGISLATIVE APPROPR	0.00	864,000.00	0.00	0.00	0.00	864,000.00	0
ACCOUNTING AND AUDITING	0.00	3,500.00	0.00	3,780.00	0.00	280.00-	108
CONTRACTUAL SERVICES	8,500.73	144,000.00	16,751.51	77,390.04	0.00	66,609.96	54
CONTRACTUAL SERVICES CDBG	0.00	0.00	0.00	35,066.69	0.00	35,066.69-	0
IT SUPPORT CONTRACTS	53.17	4,273.00	875.19	3,848.87	0.00	424.13	90
CONTRACT SERV-FDEP SRF EMGY TANK REPAIR	0.00	500,000.00	0.00	0.00	0.00	500,000.00	0
TRAVEL	32.52	2,000.00	36.00-	726.11	0.00	1,273.89	36
COMMUNICATION SERVICES	468.48	6,200.00	514.56	5,534.20	0.00	665.80	89
POSTAGE AND FREIGHT	0.00	500.00	0.00	141.57	0.00	358.43	28
UTILITY SERVICES	9,596.48	121,000.00	10,855.99	146,554.63	0.00	25,554.63-	121
RENTALS	23,310.00	30,567.00	0.00	15,966.16	0.00	14,600.84	52
GENERAL INSURANCE	0.00	7,963.00	0.00	7,260.64	0.00	702.36	91
REPAIR & MAINTENANCE	20,481.76	800,000.00	21,287.07	165,453.24	0.00	634,546.76	21
OTHER CURRENT CHARGES	100.33	2,000.00	158.00	1,952.46	0.00	47.54	98
COUNTY SHARE OF SURCHARGE	0.00	14,113.00	0.00	0.00	0.00	14,113.00	0
OFFICE SUPPLIES	16.42	500.00	157.34	643.37	0.00	143.37-	129
OPERATING SUPPLIES	3,241.73	25,242.80	2,682.25	28,096.93	0.00	2,854.13-	111
IT OPERATING SUPPLIES	0.00	425.00	360.44	1,192.52	0.00	767.52-	281
CHEMICALS TREATMENT	4,075.12	45,283.00	3,208.50	54,521.54	0.00	9,238.54-	120
SMALL TOOLS	0.00	7,000.00	97.23	5,523.86	0.00	1,476.14	79
SAFETY EQUIPMENT	0.00	1,000.00	168.62	513.52	0.00	486.48	51
IT LICENSES	17.08	1,653.00	220.70	1,501.19	0.00	151.81	91
OPERATING SUPPLIES - FUEL	1,340.15	17,000.00	1,065.63	9,089.74	0.00	7,910.26	53
BOOKS, PUBS, AND SUBS	260.20	7,000.00	277.13	725.23	0.00	6,274.77	10
EDUCATION	0.00	8,000.00	2,100.00	3,831.50	0.00	4,168.50	48
BAD DEBT EXPENSE	0.00	2,000.00	0.00	167.51-	0.00	2,167.51	8-
2017 WATER & SEWER BOND INTEREST	0.00	54,788.00	0.00	54,257.45	0.00	530.55	99
INTEREST SRF 676060 WEBSTER	0.00	7,424.00	0.00	<u>3,879.06</u>	0.00	<u>3,544.94</u>	<u>52</u> 33
425 WASTEWATER UTILITY FUND Expend Total	181,023.39	3,433,788.80	156,373.64	1,117,183.32	0.00	2,316,605.48	33

425 WASTEWATER UTILITY FUND		Prior	Current	YTD
	Revenues:	95,253.42	122,162.15	1,809,880.50
	Expended:	181,023.39	156,373.64	1,117,183.32
	Net Income:	85,769.97-	34,211.49-	692,697.18

POSTAGE AND FREIGHT

City of Bushnell AUGUST 2023 SANITATION FUND REVENUE-EXPENSE REPORT

Revenue Account Range: 430-314-1200 Expend Account Range: 430-3400-000-0000 Print Zero YTD Activity: No	to 430-389-1000 to 430-3400-582-7204		Include Non-Ant Include No	ticipated: Yes on-Budget: No	Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 Prior Year: 08/01/22 to 08/31/22		
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real
CITY SURCHARGE	1,256.40	11,500.00	1,639.60	16,156.73	0.00	4,656.73	140
SAFETY GRANT PROCEEDS	0.00	500.00	0.00	0.00	0.00	500.00-	0
INSURANCE PROCEEDS	0.00	0.00	0.00	555.00	0.00	555.00	0
PENALTIES AND RECONNECTS	2.29-	4,000.00	403.87	4,211.47	0.00	211.47	105
MISCELLANEOUS - MOWING FEES	0.00	200.00	0.00	60.00	0.00	140.00-	30
RESIDENTIAL GARBAGE	21,299.88	288,911.00	26,915.36	276,574.32	0.00	12,336.68-	96
COMMERCIAL GARBAGE	32,440.50	422,686.00	36,476.40	386,536.85	0.00	36,149.15-	91
EXTRAORDINARY GARBAGE	3,373.75	18,000.00	2,512.00	25,573.51	0.00	7,573.51	142
MISCELLANEOUS REVENUES	260.00	3,000.00	353.30	5,550.74	0.00	2,550.74	185
MISCELLANEOUS - NSF	0.00	0.00	20.00	60.00	0.00	60.00	0
INTEREST	7.21	75.00	428.03	4,067.29	0.00	3,992.29	***
430 SANITATION FUND Revenue Total	58,635.45	748,872.00	68,748.56	719,345.91	0.00	29,526.09-	96
Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
SANITATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
EXECUTIVE SALARIES	0.00	28,000.00	3,276.69	26,338.33	0.00	1,661.67	94
REGULAR SALARIES	9,248.95	145,635.00	15,693.13	122,859.51	0.00	22,775.49	84
OTHER SALARIES, OT, HOLIDAY	206.93	5,678.00	1,694.59	15,007.66	0.00	9,329.66-	264
FICA TAXES	1,373.41	11,117.00	1,027.97	8,763.14	0.00	2,353.86	79
MEDICARE TAXES	321.20	2,600.00	240.41	2,049.42	0.00	550.58	79
REGULAR EMPLOYEE PENSION PLAN REPP	1,007.43	7,004.00	1,296.87	12,038.18	0.00	5,034.18-	172
DEFERRED COMP-CITY SHARE	3.30	138.00	17.79	224.18	0.00	86.18-	162
REGULAR EMPLOYEE DEFINED CONTRIBUTION PL	2,446.25	16,546.00	0.00	2,365.39	0.00	14,180.61	14
GROUP INSURANCE	2,577.80	29,360.00	1,731.35	22,618.96	0.00	6,741.04	77
GROUP INSURANCE (DEPENDENT)	763.56	9,176.00	740.93	9,325.87	0.00	149.87-	102
GROUP INSURANCE (RETIREES)	127.31	3,908.00	137.89	3,105.41	0.00	802.59	79
GROUP INSURANCE HRA	327.13	9,000.00	301.34	5,816.33	0.00	3,183.67	65
WORKMEN'S COMPENSATION INSURANCE	0.00	6,142.00	0.00	6,141.68	0.00	0.32	100
PROFESSIONAL SERVICES	0.00	500.00	0.00	0.00	0.00	500.00	0
ACCOUNTING & AUDITING	0.00	3,500.00	0.00	3,780.00	0.00	280.00-	108
CONTRACTUAL SERVICES	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
IT SUPPORT CONTRACTS	106.36	7,320.00	609.79	5,657.21	0.00	1,662.79	77
TRAVEL PER DIEM	32.53	200.00	0.00	0.00	0.00	200.00	0
COMMUNICATION SERVICES	74.29	750.00	40.28	383.50	0.00	366.50	51
COMMONICATION SERVICES	14.23	730.00	40.20	303.30	0.00	200.20	100

0.00

500.00

0.00

500.00

0.00

0.00

100

City of Bushnell AUGUST 2023 SANITATION FUND REVENUE-EXPENSE REPORT

Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd
RENTALS	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0
GENERAL INSURANCE	0.00	11,915.00	0.00	9,776.31	0.00	2,138.69	82
REPAIR & MAINTENANCE	5,343.04	54,000.00	11,678.33	72,188.59	0.00	18,188.59-	134
OTHER CURRENT CHARGES	285.70	4,500.00	626.41	6,757.69	0.00	2,257.69-	150
LANDFILL CHARGES	13,500.90	172,000.00	12,430.31	158,741.36	0.00	13,258.64	92
OPERATING SUPPLIES	95.41	15,500.00	213.07	11,910.58	0.00	3,589.42	77
IT OPERATING SUPPLIES	0.00	850.00	0.00	0.00	0.00	850.00	0
OPERATING SUPPLIES - FUEL	4,554.42	54,000.00	5,709.11	49,582.56	0.00	4,417.44	92
IT LICENSES	34.16	3,306.00	441.34	3,003.30	0.00	302.70	91
EDUCATION	0.00	1,000.00	125.00	1,525.00	0.00	525.00-	152
BAD DEBT EXPENSE	0.00	0.00	0.00	245.68-	0.00	245.68	0
430 SANITATION FUND Expend Total	42,430.08	607,145.00	58,032.60	560,214.48	0.00	46,930.52	92

430 SANITATION FUND		Prior	Current	YTD
	Revenues:	58,635.45	68,748.56	719,345.91
	Expended:	42,430.08	58,032.60	560,214.48
	Net Income:	16,205.37	10,715.96	159,131.43

Grand Totals		Prior	Current	YTD
	Revenues:	58,635.45	68,748.56	719,345.91
	Expended:	42,430.08	58,032.60	560,214.48
	Net Income:	16, 205, 37	10.715.96	159 131 43

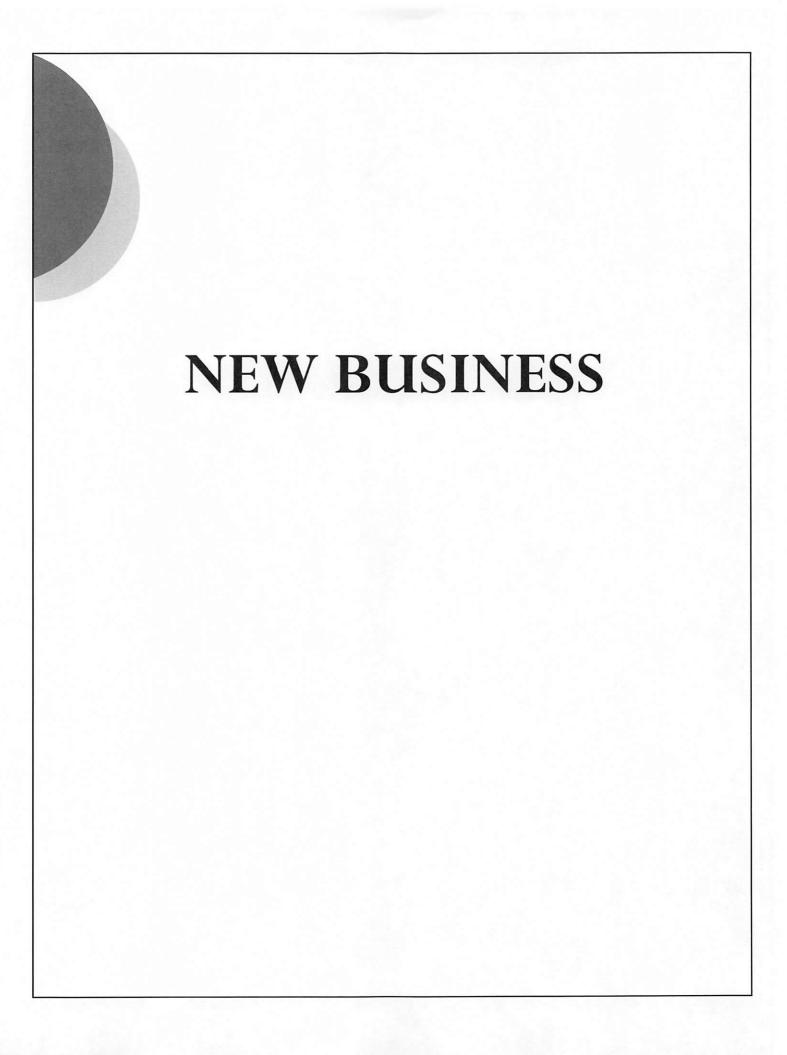
Revenue Account Range: 630-360-0000 to 630-368- Expend Account Range: 630-6300-000-0000 to 630-6300 Print Zero YTD Activity: No					Year To Date As Of: 08/31/23 Current Period: 08/01/23 to 08/31/23 Prior Year: 08/01/22 to 08/31/22			
Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Cancel	Excess/Deficit	% Real	
INTEREST	6,194.46	66,887.00	9,946.45	101,843.21	0.00	34,956.21	152	
REALIZED GAIN	0.00	10,951.00	0.00	0.00	0.00	10,951.00-	0	
CONTRIBUTIONS - REG EMP PENSION	6,799.12	74,727.00	7,533.60	<u>74,948.69</u>	0.00	221.69	<u>100</u>	
630 REGULAR EMPLOYEE PENSIO Revenue Tota	12,993.58	152,565.00	17,480.05	176,791.90	0.00	24,226.90	100 116	
Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Cancel	Balance	% Expd	
REPP PENSION:	. 0.00	0.00	0.00	0.00	0.00	0.00	0	
PROFESSIONAL SERVICES	0.00	8,492.00	0.00	0.00	0.00	8,492.00	0	
UNREALIZED LOSS ON INVESTMENT	165,922.97	0.00	118,028.86	779,841.13-	0.00	779,841.13	0	
OTHER CURRENT CHARGES	1,038.76	45,112.00	1,198.20	41,055.13	0.00	4,056.87	91	
PAYMENTS TO RETIREES	8,185.39	98,961.00	8,430.95	90,775.97	0.00	8,185.03	<u>92</u>	
630 REGULAR EMPLOYEE PENSIO Expend Total	175,147.12	152,565.00	127,658.01	648,010.03-	0.00	800,575.03	<u>92</u> 425-	
630 REGULAR EMPLOYEE PENSIO	N PLAN	Prior	<u>Current</u>	YTD				
	Revenues:	12,993.58	17,480.05	176,791.90				
	Expended:	175,147.12	127,658.01	648,010.03-				
	Net Income:	162,153.54-	110,177.96-	824,801.93				
					-			
Grand Totals		Prior	Current	YTD				
	Revenues:	12,993.58	17,480.05	176,791.90				
	Expended:	<u> 175,147.12</u>	<u> 127,658.01</u>	<u>648,010.03</u> -				
	Net Income:	162,153.54-	110,177.96-	824,801.93				

City Of Bushnell AUGUST 2023 ALL FUNDS REVENUE-EXPENSE REPORT

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expended	Total Available Revenues
001	GENERAL FUND	260,182.49	280,354.89	4,402,388.49	427,540.98	240,563.25	4,095,541.41	306,847.08
131	CEMETERY FUND	1,640.16	3,250.00	84,265.42	1,518.86	1,139.01	17,143.95	67,121.47
410	ELECTRIC UTILITY FUND	761,400.06	829,717.37	8,218,683.67	691,879.43	600,264.67	5,822,526.57	2,396,157.10
420	WATER UTILITY FUND	345,036.76	92,000.19	914,079.23	48,789.87	82,279.75	674,344.06	239,735.17
425	WASTEWATER UTILITY FUND	95,253.42	122,162.15	1,809,880.50	181,023.39	156,373.64	1,117,183.32	692,697.18
430	SANITATION FUND	58,635.45	68,748.56	719,345.91	45,177.73	59,888.64	564,375.33	154,970.58
630	REGULAR EMPLOYEE PENSION PLAN	12,993.58	17,480.05	176,791.90	175,147.12	127,658.01	-648,010.03	824,801.93
	Final Total	1,535,141.92	1,413,713.21	16,325,435.12	1,571,077.38	1,268,166.97	11,643,104.61	4,682,330.51

CITIZEN'S FORUM

(LIMITED TO 3 MINUTES PER PERSON)



ITEM # 1

CONSIDERATION OF A SPONSORSHIP DONATION FROM THE SOUTH SUMTER MIDDLE SCHOOL DEBATE TEAM TO REPRESENT SUMTER COUNTY SCHOOL DISTRICT AS PART OF THE NATIONAL SPEECH AND DEBATE COMPETITIVE CIRCUIT.

773 N.W. 10th Avenue – Webster, Florida 33597 Phone (352)793-2232 Fax (352) 793-3976 Sumter County Schools...Preparing the Next Generation Today AVID National Demonstration School

September 15, 2023

Re: South Sumter Middle School Debate Team Sponsorship

Dear Sir/Madam:

We are reaching out to you with exciting news! As part of the Florida Civics and Debate Initiative, South Sumter Middle School is proud to represent Sumter County School District as part of the National Speech and Debate competitive circuit. Through this initiative we will be providing students with an amazing educational opportunity. Students who participate in debate programs are more likely to graduate and graduate with honors, have stronger critical thinking and communication skills, improved self-esteem, and attain higher test scores. Students will be learning professionalism as well as communication and critical thinking.

We are hoping that you, our local business owners, see the value in this program and would be willing to sponsor our team this year. A monetary donation of \$250.00, or any amount you are comfortable with, will help our team purchase additional blazers/polos, subscriptions to research materials, legal pads and marking tools, and will help cover travel and food expenses this year. Team blazers and polo shirts will ensure that our students are appropriately attired, and on an even playing field with more established teams, without undue burden on our families. Periodical and scholarly database subscriptions are essential for student research and would be a huge asset to our team in preparing for competitions. Finally, additional travel funds will allow our team to participate in larger competitions around the state, ensuring our ability to represent our community. As a sponsor, your donation is tax-deductible and your business will receive a thank you letter that can be used for tax purposes. When we are able to purchase Team t-shirts, we would be happy to add your business name to the sleeve or back of the t-shirt as a big thanks!

If you would be willing to sponsor the South Sumter Middle School's growing Speech and Debate Team, please respond to us via email at autumn.squire@sumter.k12.fl.us or jose.riveraramos@sumter.k12.fl.us and let us know! Your donation check should be made payable to South Sumter Middle School, with Speech and Debate Team on the memo line. We are happy to pick up sponsorship donations or you may mail them to us at the school at the address listed above with attention to either, Autumn Squire, or Jose Rivera-Ramos. We thank you in advance for your consideration in sponsoring our team and your support of our program.

Sincerely,

Autumn Squire & Jose Rivera-Ramos South Sumter Middle School, Speech & Debate Team Coaches

ITEM # 2

SECOND AND FINAL READING OF
ORDINANCE 2023-53, AN ORDINANCE OF
THE CITY OF BUSHNELL, FLORIDA,
ANNEXING CERTAIN REAL PROPERTY INTO
THE CORPORATE LIMITS OF THE CITY BY
VOLUNTARY ANNEXATION, REDEFINING
THE BOUNDARIES OF THE CITY TO
INCLUDE SUCH LANDS, AND PROVIDING
AN EFFECTIVE DATE. PARCEL: N03-010
OWNER: JUMPER CREEK CATTLE RANCH,
LLC.

ORDINANCE NUMBER 2023-53

Parcel Number: N03-010

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 171, Florida Statutes, provides procedures whereby a municipality may annex real property reasonably compact and contiguous to the boundaries of the municipality upon petition of the owners of the real property; and

WHEREAS, Jumper Creek Cattle Ranch, LLC, is the owner (hereinafter "Owner") of certain real property described below, that is situated outside of the municipal limits of the City of Bushnell, Sumter County, Florida, and the Owner has petitioned that the described property be annexed to and become a part of the City of Bushnell. Said property being more particularly described as follows:

SEE LEGAL DESCRIPTION AND MAP ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the subject property is the proper subject of annexation; and

WHEREAS, the Owner has formally petitioned the City Council for such voluntary annexation and that said petition bears the signature of the Owner or Owner's representative; and

WHEREAS, it has been determined by the City Council that it is in the best interest of the City of Bushnell, Florida, to have such property incorporated into the City limits; that the property is reasonably compact and contiguous to the boundaries of the City; that the requested annexation will not result in the creation of enclaves within the corporate boundaries of the City of Bushnell; and that the future use of the property to be annexed is for urban purposes.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The following described property:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

is hereby annexed to and is made part of the territorial boundaries of the City of Bushnell, Florida, a municipal corporation.

2. That the corporate limits and the territorial boundaries of the City of Bushnell, Sumter County, Florida, shall embrace, include, and contain the following real property lying in Sumter County, Florida, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

3. This ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons Jr. Yea

Councilwoman Margaret A. Thies Yea

Vice-Mayor/Councilman Lance D. Lowery	Y Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
THIS ORDINANCE having been passed on the f	irst reading, it was moved by
that the o	rdinance be passed and ordained on second
reading pursuant to notice of public hearing, pub	lished on the day of,
2023, in the Sumter County Times. This Motion	was seconded by
and upon being submitted to a vot	te, the results were as follows:
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	
That upon being finally passed and becoming an	ordinance of the City of Bushnell, Florida, the
ordinance so adopted, or a certified copy thereof, s	hall be filed with the Clerk of the Circuit Court
in Sumter County, Florida, the Chief Administra	ative Office of Sumter County, and with the
Department of State, State of Florida.	
Approved by me this day of	, 2023.
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Dixon - City Clerk	

EXHIBIT "A"

ORDINANCE NUMBER 2023-53

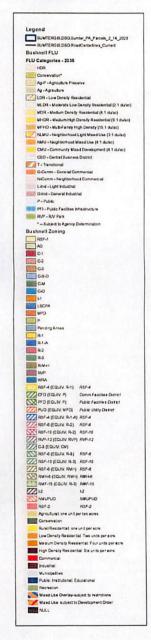
Sumter County Property Appraiser Parcel Identification Number: N03-010

The South ½ of the South ½ of the Northwest ¼ of the Southwest ¼ LESS the South ½ of the Southeast ¼ of the Northwest ¼ of the Southwest ¼ AND LESS the South 30 feet thereof, all in Section 3, Township 21 South, Range 22 East, Sumter County, Florida, LESS Right of Way for US 301 on West side thereof.



City of Bushnell Petition for Annexation Petition for Future Land Use and Zoning Map Amendment







Petitioner: Jumper Creek Cattle Ranch, LLC

Parcel Number(s): N03-010

Current County Zoning: AG Requested City Zoning: AG County FLU: Agriculture Requested City FLU: Agriculture

ITEM # 3

SECOND AND FINAL READING OF
ORDINANCE 2023-54, AN ORDINANCE
OF THE CITY OF BUSHNELL, FLORIDA,
PROVIDING FOR A SMALL-SCALE
COMPREHENSIVE PLAN AMENDMENT
DESIGNATING CERTAIN REAL PROPERTY
ANNEXED INTO THE CITY AS AG,
AGRICULTURE, ON THE FUTURE LAND USE
MAP; AND PROVIDING AN EFFECTIVE DATE.
PARCEL: N03-010 OWNER: JUMPER CREEK
CATTLE RANCH, LLC.

ORDINANCE NUMBER 2023-54 Parcel Numbers: N03-010

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has previously adopted a Comprehensive Plan which incorporated a Future Land Use Map showing the land use classification of all property located within the City limits; and

WHEREAS, subsequent to the adoption of the Comprehensive Plan and Future Land Use Map, the following described real property owned by Jumper Creek Cattle Ranch, LLC, was annexed into the City:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell has determined that said land, as described in Exhibit "A" should be designated as AG, Agriculture, land use category on the Future Land Use Map; and

WHEREAS, this amendment to the Comprehensive Plan is pursuant to the provisions for small scale amendments set forth in Chapter 163, Florida Statutes; and

WHEREAS, the Comprehensive Plan's Future Land Use Map should be amended to reflect this change.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The Future Land Use Map of the Comprehensive Plan is hereby amended to designate the following described land as AG, Agriculture, land use classification:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of

general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons, Jr.	Yea
Councilwoman Margaret A. Thies	Yea
Vice-Mayor/Councilman Lance D. Lowery	Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
THE ORDINANCE having been passed on the	first reading, it was moved by
pursuant to notice of public hearing published on	_
Sumter Sun Times. This Motion was seconded by	
being submitted to a vote, the results were as follows:	
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	

Approved by me this day of, 20	023.
and the state of t	
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Divon - City Clerk	

EXHIBIT A:

ORDINANCE NUMBER 2023-54

Sumter County Property Appraiser Parcel Identification Number: N03-010

The South ½ of the South ½ of the Northwest ¼ of the Southwest ¼ LESS the South ½ of the Southeast ¼ of the Northwest ¼ of the Southwest ¼ AND LESS the South 30 feet thereof, all in Section 3, Township 21 South, Range 22 East, Sumter County, Florida, LESS Right of Way for US 301 on West side thereof.

ITEM # 4

SECOND AND FINAL READING OF ORDINANCE 2023-55, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, AND PROVIDING AN EFFECTIVE DATE. PARCEL: N03-010 OWNER: JUMPER CREEK CATTLE RANCH, LLC.

ORDINANCE NUMBER 2023-55 Parcel Number: N03-010

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS AG, AGRICULTURE, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has adopted a zoning ordinance assigning certain land use classification to all real property located within the City limits; and

WHEREAS, certain property, as described in Exhibit "A" attached hereto and incorporated herein, has been annexed into the City; and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the most appropriate zoning classification for the property is AG, Agriculture.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

- 1. The zoning classification of the land described in Exhibit "A" and located within the City limits of the City of Bushnell, Florida, is hereby designated as AG, Agriculture, zoning district.
 - 2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons Jr.	Yea
Councilwoman Margaret A. Thies	Yea
Vice-Mayor/Councilman Lance D. Lowery	Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
	ed on the first reading, it was moved by ance be passed and ordained on second reading
pursuant to notice of public hearing published or	n, 2023, in the
Sumter Sun Times. This Motion was seconded by _	, and upon
being submitted to a vote, the results were as follow	
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	
Approved by me this day of, 2023	3.
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Divon - City Clerk	

EXHIBIT A:

ORDINANCE NUMBER 2023-55

Sumter County Property Appraiser Parcel Identification Number: N03-010

The South ½ of the South ½ of the Northwest ¼ of the Southwest ¼ LESS the South ½ of the Southeast ¼ of the Northwest ¼ of the Southwest ¼ AND LESS the South 30 feet thereof, all in Section 3, Township 21 South, Range 22 East, Sumter County, Florida, LESS Right of Way for US 301 on West side thereof.

ITEM # 5

SECOND AND FINAL READING OF
ORDINANCE 2023-56, AN ORDINANCE OF
THE CITY OF BUSHNELL, FLORIDA,
ANNEXING CERTAIN REAL PROPERTY INTO
THE CORPORATE LIMITS OF THE CITY BY
VOLUNTARY ANNEXATION, REDEFINING
THE BOUNDARIES OF THE CITY TO
INCLUDE SUCH LANDS, AND PROVIDING
AN EFFECTIVE DATE. PARCELS: N09-021 &
N09-065 OWNER: SLB HUB, LLC.

ORDINANCE NUMBER 2023-56

Parcel Number: N09-021 & N09-065

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 171, Florida Statutes, provides procedures whereby a municipality may annex real property reasonably compact and contiguous to the boundaries of the municipality upon petition of the owners of the real property; and

WHEREAS, SLB HUB, LLC, is the owner (hereinafter "Owner") of certain real property described below, that is situated outside of the municipal limits of the City of Bushnell, Sumter County, Florida, and the Owner has petitioned that the described property be annexed to and become a part of the City of Bushnell. Said property being more particularly described as follows:

SEE LEGAL DESCRIPTION AND MAP ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the subject property is the proper subject of annexation; and

WHEREAS, the Owner has formally petitioned the City Council for such voluntary annexation and that said petition bears the signature of the Owner or Owner's representative; and

WHEREAS, it has been determined by the City Council that it is in the best interest of the City of Bushnell, Florida, to have such property incorporated into the City limits; that the property is reasonably compact and contiguous to the boundaries of the City; that the requested annexation will not result in the creation of enclaves within the corporate boundaries of the City of Bushnell; and that the future use of the property to be annexed is for urban purposes.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The following described property:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

is hereby annexed to and is made part of the territorial boundaries of the City of Bushnell, Florida, a municipal corporation.

2. That the corporate limits and the territorial boundaries of the City of Bushnell, Sumter County, Florida, shall embrace, include, and contain the following real property lying in Sumter County, Florida, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

3. This ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons Jr.

Yea

Councilwoman Margaret A. Thies

Yea

Vice-Mayor/Councilman Lance D. Lower	y Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
THIS ORDINANCE having been passed on the	first reading, it was moved by
that the c	ordinance be passed and ordained on second
reading pursuant to notice of public hearing, pul	blished on the day of,
2023, in the Sumter County Times. This Motion	was seconded by
and upon being submitted to a vo	ote, the results were as follows:
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lower	y
Councilwoman Karen Davis	
Councilman Dale Swain	
That upon being finally passed and becoming an	
ordinance so adopted, or a certified copy thereof,	
in Sumter County, Florida, the Chief Administration	rative Office of Sumter County, and with the
Department of State, State of Florida.	
Approved by me this day of	, 2023.
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Dixon - City Clerk	

EXHIBIT "A"

ORDINANCE NUMBER 2023-56

Sumter County Property Appraiser Parcel Identification Number: N09-021 & N09-065

EAST PARCEL: COMMENCE AT THE NE CORNER OF SECTION 9, TOWNSHIP 21 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA, AS A POINT OF REFERENCE, THENCE RUN N89°57'27"W, ALONG THE NORTH LINE OF THE NEI/4 OF SAID SECTION 9, A DISTANCE OF 1828.24 FEET TO THE EASTERLY RIGHT OF WAY LINE OF THE CSX (FORMERLY SCL) RAILROAD, THENCE RUN S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 1434.98 FEET, THENCE DEPARTING SAID EASTERLY RIGHT OF WAY LINE, RUN S89°57'27"E A DISTANCE OF 388.21 FEET TO THE POINT OF BEGINNING; THENCE N00°08'17"W 150.00 FEET, THENCE S89°57'27"E A DISTANCE OF 290.40 FEET TO THE WESTERLY RIGHT OF WAY LINE OF COUNTY ROAD NO. 542-F, THENCE S00°08'17"E ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 150.00 FEET, THENCE DEPARTING SAID RIGHT OF WAY LINE RUN N89°57'27"W A DISTANCE OF 290.40 FEET TO THE POINT OF BEGINNING.

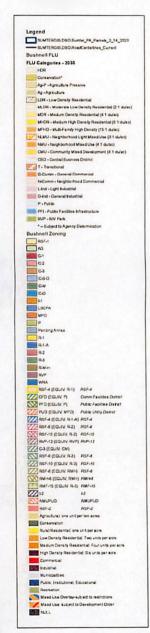
AND

WEST PARCEL: COMMENCE AT THE NE CORNER OF SECTION 9, TOWNSHIP 21 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA, AS A POINT OF REFERENCE, THENCE RUN N89°57'27"W, ALONG THE NORTH LINE OF THE NEI/4 OF SAID SECTION 9, A DISTANCE OF 1828.24 FEET TO THE EASTERLY RIGHT OF WAY LINE OF THE CSX (FORMERLY SCL) RAILROAD, THENCE RUN S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 1299.42 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 135.56 FEET, THENCE S89°57'27"E 388.21, THENCE N00°08'17"W, 150.00 FEET, THENCE N89°57'27"W 50.00 FEET, THENCE S00°08'17"E 15.00 FEET, THENCE N89°57'27"W 325.41 FEET TO THE POINT OF BEGINNING.



City of Bushnell Petition for Annexation Petition for Future Land Use and Zoning Map Amendment







Petitioner: SLB HUB, LLC

Parcel Number(s): N09-021 & N09-065

Current County Zoning: INDUSTRIAL Requested City Zoning: I-1
County FLU: INDUSTRIAL Requested City FLU: LIGHT INDUSTRIAL

ITEM # 6

SECOND AND FINAL READING OF ORDINANCE 2023-57, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS L-IND, LIGHT INDUSTRIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.

ORDINANCE NUMBER 2023-57 Parcel Numbers: N09-021 & N09-065

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS L-IND, LIGHT INDUSTRIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has previously adopted a Comprehensive Plan which incorporated a Future Land Use Map showing the land use classification of all property located within the City limits; and

WHEREAS, subsequent to the adoption of the Comprehensive Plan and Future Land Use Map, the following described real property owned by SLB HUB, LLC, was annexed into the City:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell has determined that said land, as described in Exhibit "A" should be designated as L-IND, Light Industrial, land use category on the Future Land Use Map; and

WHEREAS, this amendment to the Comprehensive Plan is pursuant to the provisions for small scale amendments set forth in Chapter 163, Florida Statutes; and

WHEREAS, the Comprehensive Plan's Future Land Use Map should be amended to reflect this change.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The Future Land Use Map of the Comprehensive Plan is hereby amended to designate the following described land as L-IND, Light Industrial, land use classification:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the

requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons, Jr.	Yea	
Councilwoman Margaret A. Thies	Yea	
Vice-Mayor/Councilman Lance D. Lowery	Yea	
Councilwoman Karen Davis	Yea	
Councilman Dale Swain	Yea	
THE ORDINANCE having been passed on the that the ordinance be passed.	e first reading, it was moved by sed and ordained on second reading	
pursuant to notice of public hearing published on	, 2023, in the	
Sumter Sun Times. This Motion was seconded by	and upon	
being submitted to a vote, the results were as follows:		
Mayor/Councilman Jessie Simmons Jr.		
Councilwoman Margaret A. Thies		
Vice-Mayor/Councilman Lance D. Lowery		
Councilwoman Karen Davis		
Councilman Dale Swain		

Approved by me this day of	, 2023.	
ATTEST:	• • •	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Dixon - City Clerk	 / .	

EXHIBIT A:

ORDINANCE NUMBER 2023-57

Sumter County Property Appraiser Parcel Identification Number: N09-021 & N09-065

EAST PARCEL: COMMENCE AT THE NE CORNER OF SECTION 9, TOWNSHIP 21 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA, AS A POINT OF REFERENCE, THENCE RUN N89°57'27"W, ALONG THE NORTH LINE OF THE NEI/4 OF SAID SECTION 9, A DISTANCE OF 1828.24 FEET TO THE EASTERLY RIGHT OF WAY LINE OF THE CSX (FORMERLY SCL) RAILROAD, THENCE RUN S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 1434.98 FEET, THENCE DEPARTING SAID EASTERLY RIGHT OF WAY LINE, RUN S89°57'27"E A DISTANCE OF 388.21 FEET TO THE POINT OF BEGINNING; THENCE N00°08'17"W 150.00 FEET, THENCE S89°57'27"E A DISTANCE OF 290.40 FEET TO THE WESTERLY RIGHT OF WAY LINE OF COUNTY ROAD NO. 542-F, THENCE S00°08'17"E ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 150.00 FEET, THENCE DEPARTING SAID RIGHT OF WAY LINE RUN N89°57'27"W A DISTANCE OF 290.40 FEET TO THE POINT OF BEGINNING.

AND

WEST PARCEL: COMMENCE AT THE NE CORNER OF SECTION 9, TOWNSHIP 21 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA, AS A POINT OF REFERENCE, THENCE RUN N89°57'27"W, ALONG THE NORTH LINE OF THE NEI/4 OF SAID SECTION 9, A DISTANCE OF 1828.24 FEET TO THE EASTERLY RIGHT OF WAY LINE OF THE CSX (FORMERLY SCL) RAILROAD, THENCE RUN S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 1299.42 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 135.56 FEET, THENCE S89°57'27"E 388.21, THENCE N00°08'17"W, 150.00 FEET, THENCE N89°57'27"W 50.00 FEET, THENCE S00°08'17"E 15.00 FEET, THENCE N89°57'27"W 325.41 FEET TO THE POINT OF BEGINNING.

ITEM # 7

SECOND AND FINAL READING OF ORDINANCE 2023-58, AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS I-1, LIGHT INDUSTRIAL, AND PROVIDING AN EFFECTIVE DATE. PARCELS: N09-021 & N09-065 OWNER: SLB HUB, LLC.

ORDINANCE NUMBER 2023-58 Parcel Numbers: Portion of N09-021 & N09-065

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS I-1, LIGHT INDUSTRIAL, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has adopted a zoning ordinance assigning certain land use classification to all real property located within the City limits; and

WHEREAS, certain property, as described in Exhibit "A" attached hereto and incorporated herein, has been annexed into the City; and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the most appropriate zoning classification for the property is I-1, Light Industrial.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

- 1. The zoning classification of the land described in Exhibit "A" and located within the City limits of the City of Bushnell, Florida, is hereby designated as I-1, Light Industrial, zoning district.
 - 2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons Jr.	Yea
Councilwoman Margaret A. Thies	Yea
Vice-Mayor/Councilman Lance D. Lowery	Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
	sed on the first reading, it was moved by ance be passed and ordained on second reading
pursuant to notice of public hearing published or	n, 2023, in the
Sumter Sun Times. This Motion was seconded by	, and upon
being submitted to a vote, the results were as follo	ws:
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	<u> </u>
Councilwoman Karen Davis	
Councilman Dale Swain	
Approved by me this day of, 202	3.
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Dixon - City Clerk	

EXHIBIT A:

ORDINANCE NUMBER 2023-58

Sumter County Property Appraiser Parcel Identification Number: N09-021 & N09-065

EAST PARCEL: COMMENCE AT THE NE CORNER OF SECTION 9, TOWNSHIP 21 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA, AS A POINT OF REFERENCE, THENCE RUN N89°57'27"W, ALONG THE NORTH LINE OF THE NEI/4 OF SAID SECTION 9, A DISTANCE OF 1828.24 FEET TO THE EASTERLY RIGHT OF WAY LINE OF THE CSX (FORMERLY SCL) RAILROAD, THENCE RUN S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 1434.98 FEET, THENCE DEPARTING SAID EASTERLY RIGHT OF WAY LINE, RUN S89°57'27"E A DISTANCE OF 388.21 FEET TO THE POINT OF BEGINNING; THENCE N00°08'17"W 150.00 FEET, THENCE S89°57'27"E A DISTANCE OF 290.40 FEET TO THE WESTERLY RIGHT OF WAY LINE OF COUNTY ROAD NO. 542-F, THENCE S00°08'17"E ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 150.00 FEET, THENCE DEPARTING SAID RIGHT OF WAY LINE RUN N89°57'27"W A DISTANCE OF 290.40 FEET TO THE POINT OF BEGINNING.

AND

WEST PARCEL: COMMENCE AT THE NE CORNER OF SECTION 9, TOWNSHIP 21 SOUTH, RANGE 22 EAST, SUMTER COUNTY, FLORIDA, AS A POINT OF REFERENCE, THENCE RUN N89°57'27"W, ALONG THE NORTH LINE OF THE NEI/4 OF SAID SECTION 9, A DISTANCE OF 1828.24 FEET TO THE EASTERLY RIGHT OF WAY LINE OF THE CSX (FORMERLY SCL) RAILROAD, THENCE RUN S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 1299.42 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE S05°16'40"W ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 135.56 FEET, THENCE S89°57'27"E 388.21, THENCE N00°08'17"W, 150.00 FEET, THENCE N89°57'27"W 50.00 FEET, THENCE S00°08'17"E 15.00 FEET, THENCE N89°57'27"W 325.41 FEET TO THE POINT OF BEGINNING.

ITEM # 8

SECOND AND FINAL READING OF
ORDINANCE 2023-59, AN ORDINANCE
OF THE CITY OF BUSHNELL, FLORIDA,
ANNEXING CERTAIN REAL PROPERTY INTO
THE CORPORATE LIMITS OF THE CITY BY
VOLUNTARY ANNEXATION, REDEFINING
THE BOUNDARIES OF THE CITY TO
INCLUDE SUCH LANDS, AND PROVIDING
AN EFFECTIVE DATE. PARCEL: J14-008
OWNERS: DERRICK DANIEL & NICOLE
RANAE WEST

ORDINANCE NUMBER 2023-59 Parcel Number: J14-008

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 171, Florida Statutes, provides procedures whereby a municipality may annex real property reasonably compact and contiguous to the boundaries of the municipality upon petition of the owners of the real property; and

WHEREAS, Derrick Daniel West and Nicole Ranae West, are the owners (hereinafter "Owner") of certain real property described below, that is situated outside of the municipal limits of the City of Bushnell, Sumter County, Florida, and the Owner has petitioned that the described property be annexed to and become a part of the City of Bushnell. Said property being more particularly described as follows:

SEE LEGAL DESCRIPTION AND MAP ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the subject property is the proper subject of annexation; and

WHEREAS, the Owner has formally petitioned the City Council for such voluntary annexation and that said petition bears the signature of the Owner or Owner's representative; and

WHEREAS, it has been determined by the City Council that it is in the best interest of the City of Bushnell, Florida, to have such property incorporated into the City limits; that the property is reasonably compact and contiguous to the boundaries of the City; that the requested annexation will not result in the creation of enclaves within the corporate boundaries of the City of Bushnell; and that the future use of the property to be annexed is for urban purposes.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The following described property:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

is hereby annexed to and is made part of the territorial boundaries of the City of Bushnell, Florida, a municipal corporation.

2. That the corporate limits and the territorial boundaries of the City of Bushnell, Sumter County, Florida, shall embrace, include, and contain the following real property lying in Sumter County, Florida, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

3. This ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Vice-Mayor Lowery, and seconded by Councilwoman Davis, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons Jr.

Yea

Councilwoman Margaret A. Thies

Yea

Vice-Mayor/Councilman Lance D. Lowery	y Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
THIS ORDINANCE having been passed on the f	irst reading, it was moved by
that the o	rdinance be passed and ordained on second
reading pursuant to notice of public hearing, pub	lished on the day of,
2023, in the Sumter County Times. This Motion	was seconded by
and upon being submitted to a vot	te, the results were as follows:
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	
That upon being finally passed and becoming an ordinance so adopted, or a certified copy thereof, s	•
in Sumter County, Florida, the Chief Administra	ative Office of Sumter County, and with the
Department of State, State of Florida.	
Approved by me this day of	, 2023.
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Dixon - City Clerk	

EXHIBIT "A"

ORDINANCE NUMBER 2023-59

Sumter County Property Appraiser Parcel Identification Number: J14-008

The East 150 Feet of the NW - 1/4 of NE- 1/4 of SE - 1/4 of Section 14, Township 20 South, Range 22 East, Less Right-of-Way for County Road 470.



Industrial

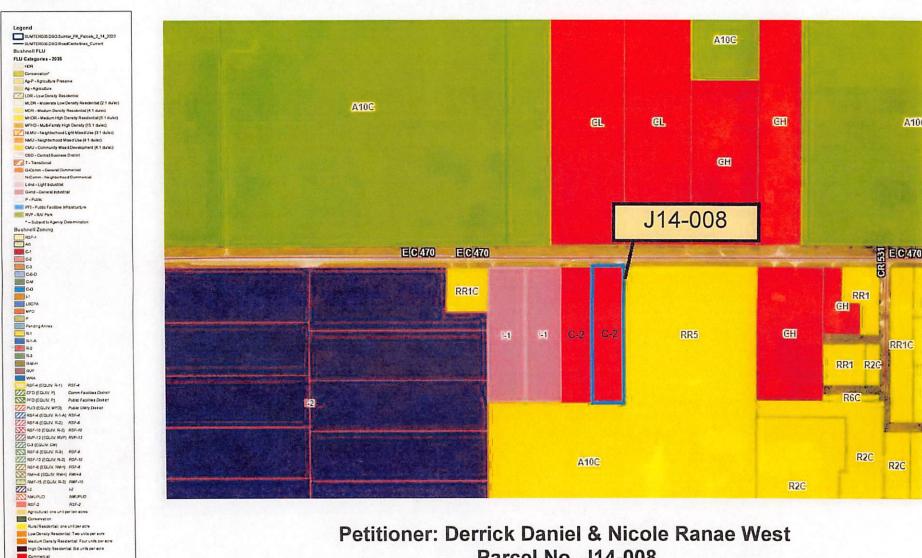
MALL MALL

Public Institutoral Educational Recreation . Mixed Use Overlay-subject to restrictions

City of Bushnell **Petition for Annexation** Petition for Future Land Use and Zoning Map Amendment



A100



Parcel No. J14-008

Current County Zoning: R2C Requested City Zoning: C-2

Current County FLU: Agriculture Requested City FLU: GENERAL COMMERCIAL

ITEM # 9

SECOND AND FINAL READING OF
ORDINANCE 2023-60, AN ORDINANCE
OF THE CITY OF BUSHNELL, FLORIDA,
PROVIDING FOR A SMALL-SCALE
COMPREHENSIVE PLAN AMENDMENT
DESIGNATING CERTAIN REAL PROPERTY
ANNEXED INTO THE CITY AS G-COMM,
GENERAL COMMERCIAL, ON THE FUTURE
LAND USE MAP; AND PROVIDING AN
EFFECTIVE DATE. PARCEL: J14-008 OWNERS:
DERRICK DANIEL & NICOLE RANAE WEST

ORDINANCE NUMBER 2023-60 Parcel Numbers: J14-008

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS G-COMM, GENERAL COMMERCIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has previously adopted a Comprehensive Plan which incorporated a Future Land Use Map showing the land use classification of all property located within the City limits; and

WHEREAS, subsequent to the adoption of the Comprehensive Plan and Future Land Use Map, the following described real property owned by Derrick Daniel West and Nicole Ranae West, was annexed into the City:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell has determined that said land, as described in Exhibit "A" should be designated as G-COMM, General Commercial, land use category on the Future Land Use Map; and

WHEREAS, this amendment to the Comprehensive Plan is pursuant to the provisions for small scale amendments set forth in Chapter 163, Florida Statutes; and

WHEREAS, the Comprehensive Plan's Future Land Use Map should be amended to reflect this change.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The Future Land Use Map of the Comprehensive Plan is hereby amended to designate the following described land as G-COMM, General Commercial, land use classification:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of

general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons, Jr.	Yea
Councilwoman Margaret A. Thies	Yea
Vice-Mayor/Councilman Lance D. Lowery	Yea
Councilwoman Karen Davis	Yea
Councilman Dale Swain	Yea
THE ORDINANCE having been passed on the first	
pursuant to notice of public hearing published on	, 2023, in the
Sumter Sun Times. This Motion was seconded by	and upon
being submitted to a vote, the results were as follows:	
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	·
Councilman Dale Swain	

Approved by me this _	_day of	, 2023.		
			. **	The Control of the Co
en e				
ATTEST:				RABLE JESSIE SIMMONS JR. – Councilman
Christina Divon - City	. Claule			

EXHIBIT A:

ORDINANCE NUMBER 2023-60

Sumter County Property Appraiser Parcel Identification Number: J14-008

The East 150 Feet of the NW - 1/4 of NE- 1/4 of SE - 1/4 of Section 14, Township 20 South, Range 22 East, Less Right-of-Way for County Road 470.

ITEM # 10

SECOND AND FINAL READING OF
ORDINANCE 2023-61, AN ORDINANCE
OF THE CITY OF BUSHNELL, FLORIDA,
DESIGNATING CERTAIN REAL PROPERTY
ANNEXED INTO THE CITY AS C-2, GENERAL
COMMERCIAL, AND PROVIDING AN
EFFECTIVE DATE. PARCEL: J14-008 OWNERS:
DERRICK DANIEL & NICOLE RANAE WEST

ORDINANCE NUMBER 2023-61 Parcel Number: J14-008

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS C-2, GENERAL COMMERCIAL, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has adopted a zoning ordinance assigning certain land use classification to all real property located within the City limits; and

WHEREAS, certain property, as described in Exhibit "A" attached hereto and incorporated herein, has been annexed into the City; and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the most appropriate zoning classification for the property is C-2, General Commercial.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

- 1. The zoning classification of the land described in Exhibit "A" and located within the City limits of the City of Bushnell, Florida, is hereby designated as C-2, General Commercial, zoning district.
 - 2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read at the regularly scheduled meeting of the Bushnell City Council held on September 7, 2023. Upon motion made by Councilwoman Davis, and seconded by Vice-Mayor Lowery, it was moved that the ordinance be published in a newspaper of general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Christina Dixon - City Clerk	
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Approved by me this day of, 2	023.
Councilman Dale Swain	
Councilwoman Karen Davis	
Vice-Mayor/Councilman Lance D. Lowe	ery
Councilwoman Margaret A. Thies	
Mayor/Councilman Jessie Simmons Jr.	
being submitted to a vote, the results were as fol	lows:
	y, and upon
	on, 2023, in the
•	assed on the first reading, it was moved by inance be passed and ordained on second reading
Councilman Dale Swain	Yea
Councilwoman Karen Davis	Yea
Vice-Mayor/Councilman Lance D. Lowe	ery Yea
Councilwoman Margaret A. Thies	Yea
Mayor/Councilman Jessie Simmons Jr.	Yea

EXHIBIT A:

ORDINANCE NUMBER 2023-61

Sumter County Property Appraiser Parcel Identification Number: J14-008

The East 150 Feet of the NW - 1/4 of NE- 1/4 of SE - 1/4 of Section 14, Township 20 South, Range 22 East, Less Right-of-Way for County Road 470.

ITEM # 11

FIRST READING OF ORDINANCE
2023-62, AN ORDINANCE OF THE CITY
OF BUSHNELL, FLORIDA, ANNEXING
CERTAIN REAL PROPERTY INTO THE
CORPORATE LIMITS OF THE CITY BY
VOLUNTARY ANNEXATION, REDEFINING
THE BOUNDARIES OF THE CITY TO
INCLUDE SUCH LANDS, AND PROVIDING
AN EFFECTIVE DATE. PARCEL: N27-002
OWNERS: SUSAN R. HARLEY & LAURA A.
TROTMAN

ORDINANCE NUMBER 2023-62

Parcel Number: N27-002

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, ANNEXING CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY BY VOLUNTARY ANNEXATION, REDEFINING THE BOUNDARIES OF THE CITY TO INCLUDE SUCH LANDS, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 171, Florida Statutes, provides procedures whereby a municipality may annex real property reasonably compact and contiguous to the boundaries of the municipality upon petition of the owners of the real property; and

WHEREAS, Susan R. Harley and Laura A. Trotman, are the owners (hereinafter "Owner") of certain real property described below, that is situated outside of the municipal limits of the City of Bushnell, Sumter County, Florida, and the Owner has petitioned that the described property be annexed to and become a part of the City of Bushnell. Said property being more particularly described as follows:

SEE LEGAL DESCRIPTION AND MAP ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the subject property is the proper subject of annexation; and

WHEREAS, the Owner has formally petitioned the City Council for such voluntary annexation and that said petition bears the signature of the Owner or Owner's representative; and

WHEREAS, it has been determined by the City Council that it is in the best interest of the City of Bushnell, Florida, to have such property incorporated into the City limits; that the property is reasonably compact and contiguous to the boundaries of the City; that the requested annexation will not result in the creation of enclaves within the corporate boundaries of the City of Bushnell; and that the future use of the property to be annexed is for urban purposes.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The following described property:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

is hereby annexed to and is made part of the territorial boundaries of the City of Bushnell, Florida, a municipal corporation.

2. That the corporate limits and the territorial boundaries of the City of Bushnell, Sumter County, Florida, shall embrace, include, and contain the following real property lying in Sumter County, Florida, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

3. This ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordinance was read a	t the	regularl	y scheduled m	eeting of	f the Bushnell
City Council held on		_, 2023.	Upon motion	made by	y Councilman
	_,	and	seconded	by	Councilman
	_, it '	was mo	ved that the o	rdinance	be published
in a newspaper of general circulation in the	City	of Bus	hnell, Sumte	r County	, Florida, in
accordance with the requirements of Florida Statu	ites,	and that	the ordinance	again be	e presented to
the City Council for a second reading and a publi	lic he	aring at	a regular or	special n	neeting of the
City Council, such meeting to be held not sooner	than	ten (10) days from the	ne date o	f publication.
Upon the matter being submitted to a vote, the re	sults	were as	follows:		
Mayor/Councilman Jessie Simmons Jr.					
Councilwoman Margaret A. Thies					

Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	
THIS ORDINANCE having been passed on the fin	
that the or	
reading pursuant to notice of public hearing, public	
2023, in the Sumter County Times. This Motion v	
and upon being submitted to a vote	e, the results were as follows:
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	
That upon being finally passed and becoming an o	
ordinance so adopted, or a certified copy thereof, sh	
in Sumter County, Florida, the Chief Administra	tive Office of Sumter County, and with the
Department of State, State of Florida.	
Approved by me this day of	, 2023.
ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Christina Divon - City Clerk	

EXHIBIT "A"

ORDINANCE NUMBER 2023-62

Sumter County Property Appraiser Parcel Identification Number: N27-002

S ½ of E ½ of SE ¼ of NE ¼ LESS E 10 ft., ALSO LESS the W ½ of S ½ of E ½ of SE ¼ of NE 1/4; Section 27, Township 21 South, Range 22 East, Sumter County, Florida.

PETITION FOR VOLUNTARY ANNEXATION

TO: THE BUSHNELL CITY COUNCIL

City of Bushnell State of Florida
Come now the Owner or Legal Representative whose name(s) appear below:
Legal Owner Name(s): SISON Harley and Laura Trotman
Mail Address: 1000 (1000) City, State, Zip: 1000 Ster, FL 33597 Phone No. (350) 303-4309 [] Home [VCell [] Business 350 303-3801 being all of the owner(s) of the following described property:
PARCEL NUMBER: VO - VO SEC. TWP. RGE.
Disclaimer: The City of Bushnell is not responsible for the accuracy of the parcel number or its associated legal description of the real property that is subject of this annexation application. If you are uncertain as to the legal description of the property, you should retain the services of a licensed surveyor to prepare the legal description of the property that is to be annexed into the City of Bushnell. • CURRENT COUNTY ZONING TOSE CURRENT COUNTY LANDUSE • REQUESTED CITY ZONING TOSE REQUESTED CITY LANDUSE
Do hereby petition the City council for the City of Bushnell, Florida, to annex the described property into the City of Bushnell, and to re-define the City limits of the City of Bushnell in such manner as to include such property.
Petitioner(s) hereby state:
I understand that all rules, ordinances, land development regulations and taxation of the City will apply upon annexation to the City of Bushnell. I have been provided a summary of abovementioned information.
This petition has been executed on Potential, 2003
SUSAO HARLEY SWINER(S) OR LEGAL REPRESENTATIVE: SUMMINUTE WITNESS
Printed Name Title (If Applicable) SIGNATURE WITNESS
Printed Name Title (If Applicable)
SWORN TO ME AND SUBSCRIBED BEFORE ME THIS 12th DAY OF Sept, 20 23
PERSONALLY KNOWN TO ME [X] OR IDENTIFICATION PROVIDED: DL NO.
SIGNATURE OF NOTARY ALOTHER ID: ALYSIA DIANE AKINS MY COMMISSION # HH372914 EXPIRES: March 13, 2027
COPY OF DRIVER LICENSE ATTACHED COPY OF WARRANTY DEED ATTACHED
LAND USE VERIFIED ZONING VERIFIED CONFIRMED BY APPLICANT
APPLICATION RECEIVED BY THE CITY OF BUSHNELL, FLORIDA, ON OPERADON 15, 2023.

RSF-1 "Single-Family Low Density Residential" This district is established to implement comprehensive plan policies for managing low-density, single-family residential development at a density not to exceed one (1) singlefamily dwelling unit per acre. The RSF-1 district is established to provide conventional single-family residential home sites on larger parcels, preserve open space, and manage future densities in order to protect areas adjacent to rural land uses and environmentally sensitive areas.

- 1) Permitted uses.
 - A) Single-family conventional detached dwelling units.
 - B) Guest/servant quarters not to exceed thirty (30) percent of living area of the principal dwelling unit pursuant to Supplemental Regulations chapter of this Code.
 - C) Customary accessory structures and uses incidental to the principal structure. Accessory structures shall be limited in size to a maximum of thirty-five (35) percent of the square footage of the principal structure.
 - D) Licensed community residential homes with one to six (1—6) residents provided that a minimum of one thousand feet (1,000') separation is maintained from any other community residential home with 1-6 residents. F.S.419.001 (1)(a) F.S. 419.001(2)
 - E) Bed and breakfast inns.
 - F) Home occupations pursuant to Section 65.28 of this Code.
 - G) Neighborhood recreational facilities.
 - H) Agriculture. A minimum of five (5) acres is required for the keeping, harboring or maintaining of livestock or fowl. Accessory structures and uses incidental to agricultural activity shall maintain a setback of two-hundred (200) feet from any lot line.
 - I) Family child care homes subject F.S. requirements.
 - J) Boarding and rooming houses provided the total number of boarders and rooms does not exceed two (2) and that any state law governing such use is complied with.
 - K) Equestrian facilities.
 - L) Wholesale nursery utilizing field grown plants, shrubs, and/or trees.
 - M) Tents.
- 2) Uses expressly prohibited.
 - A) Single-family attached dwelling units.
 - B) Multi-family residential dwelling units.
 - C) Two-family (duplex) dwelling units.
 - D) Commercial land uses.
 - E) Industrial land uses.
 - F) Any use prohibited by city, state or federal law.
 - G) Manufactured homes.
- 3) Design standards.
 - A) Minimum lot area shall be one (1) acre (forty-three thousand five hundred sixty (43,560) square feet). Subdivisions may be designed to allow clustering of residential dwelling units; however, overall density may not exceed one (1) dwelling unit per acre.
 - B) Minimum lot width at the building setback line shall be one hundred (100) feet. Minimum lot widths may be reduced to sixty (60) feet if clustering of units is provided.
 - C) Maximum building height shall not exceed forty (40) feet.
 - D) Minimum setback requirements:
 - 1. Front vard setback:
 - a. Local roadway: Twenty-five (25) feet.
 - b. Collector roadway: Thirty (30) feet.
 - c. Arterial roadway: Thirty five (35) feet.
 - 2. Side yard setback when adjoining:
 - a. Another lot: Ten (10) feet.
 - b. Local roadway: Twenty-five (25) feet.

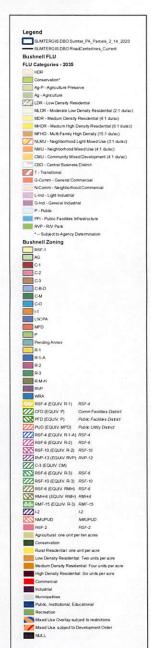
 - c. Collector roadway: Thirty (30) feet.d. Arterial roadway: Thirty five (35) feet.
 - 3. Rear yard setback: Twenty (20) feet

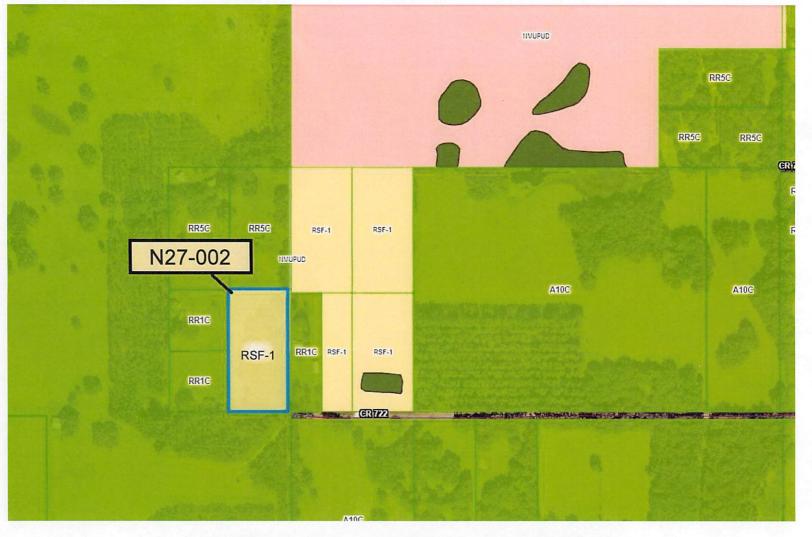
- 4. Where a front yard of lesser depth than required exists in front of dwellings on more than sixty (60) percent of lots of record on one (1) side of the street in any one (1) block in an RSF-1 district, the depth of the front yard for any building hereafter erected or replaced on any lot in such block need not be greater than the average depth of front yards of existing buildings.
- E) Minimum accessory uses and structures setback requirements. All accessory use buildings and uses shall be located only in the rear yard except that parking may be located in a side and front yard.
 - 1. Rear yard setback: Twenty (20) feet
- F) The maximum impervious surface ratio (which includes building coverage) shall not exceed thirty-five (35) percent.
- G) Minimum floor area shall not be less than eight hundred (800) square feet which does not include porches, garages, utility rooms, etc.



City of Bushnell Petition for Annexation Petition for Future Land Use and Zoning Map Amendment







Petitioner: Susan Harley & Laura Trotman Parcel No. N27-002

Current County Zoning: RR5C Requested City Zoning: RSF-1

Current County FLU: Agriculture Requested City FLU: Low Density Residential

ITEM # 12

FIRST READING OF ORDINANCE
2023-63, AN ORDINANCE OF THE CITY OF
BUSHNELL, FLORIDA, PROVIDING FOR A
SMALL-SCALE COMPREHENSIVE PLAN
AMENDMENT DESIGNATING CERTAIN
REAL PROPERTY ANNEXED INTO THE CITY
AS LDR, LOW-DENSITY RESIDENTIAL, ON
THE FUTURE LAND USE MAP; AND
PROVIDING AN EFFECTIVE DATE. PARCEL:
N27-002 OWNERS: SUSAN R. HARLEY &
LAURA A. TROTMAN

ORDINANCE NUMBER 2023-63 Parcel Numbers: N27-002

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, PROVIDING FOR A SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS LDR, LOW-DENSITY RESIDENTIAL, ON THE FUTURE LAND USE MAP; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has previously adopted a Comprehensive Plan which incorporated a Future Land Use Map showing the land use classification of all property located within the City limits; and

WHEREAS, subsequent to the adoption of the Comprehensive Plan and Future Land Use Map, the following described real property owned by Susan R. Harley and Laura A. Trotman, was annexed into the City:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE;

and

WHEREAS, the City Council of the City of Bushnell has determined that said land, as described in Exhibit "A" should be designated as LDR, Low-Density Residential, land use category on the Future Land Use Map; and

WHEREAS, this amendment to the Comprehensive Plan is pursuant to the provisions for small scale amendments set forth in Chapter 163, Florida Statutes; and

WHEREAS, the Comprehensive Plan's Future Land Use Map should be amended to reflect this change.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

1. The Future Land Use Map of the Comprehensive Plan is hereby amended to designate the following described land as LDR, Low-Density Residential, land use classification:

SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSEI	Ordinance was read at the regularly scheduled meeting	g of the Bushnell
City Council held on	, 2023. Upon motion made by	, and
seconded by	, it was moved that the ordinance be published in	a newspaper of

general circulation in the City of Bushnell, Sumter County, Florida, in accordance with the requirements of Florida Statutes, and that the ordinance again be presented to the City Council for a second reading and a public hearing at a regular or special meeting of the City Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon the matter being submitted to a vote, the results were as follows:

Mayor/Councilman Jessie Simmons, Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
Councilman Dale Swain	
THE ORDINANCE having been passed on the fi	rst reading, it was moved by and ordained on second reading
pursuant to notice of public hearing published on	
Sumter Sun Times. This Motion was seconded by	
being submitted to a vote, the results were as follows:	
Mayor/Councilman Jessie Simmons Jr.	
Councilwoman Margaret A. Thies	
Vice-Mayor/Councilman Lance D. Lowery	
Councilwoman Karen Davis	
	

Approved by	y me this day of	, 2023.		

ATTEST:			HONORABLE JESSIE SIMMONS JR Mayor – Councilman	•
Christina D	ixon - City Clerk			

EXHIBIT A:

ORDINANCE NUMBER 2023-63

Sumter County Property Appraiser Parcel Identification Number: N27-002

S ½ of E ½ of SE ¼ of NE ¼ LESS E 10 ft., ALSO LESS the W ½ of S ½ of E ½ of SE ¼ of NE 1/4; Section 27, Township 21 South, Range 22 East, Sumter County, Florida.

ITEM # 13

FIRST READING OF ORDINANCE
2023-64, AN ORDINANCE OF THE CITY
OF BUSHNELL, FLORIDA, DESIGNATING
CERTAIN REAL PROPERTY ANNEXED INTO
THE CITY AS RSF-1, SINGLE-FAMILY LOW
DENSITY RESIDENTIAL, AND PROVIDING
AN EFFECTIVE DATE. PARCEL: N27-002
OWNERS: SUSAN R. HARLEY & LAURA A.
TROTMAN

ORDINANCE NUMBER 2023-64 Parcel Numbers: Portion of N27-002

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, DESIGNATING CERTAIN REAL PROPERTY ANNEXED INTO THE CITY AS RSF-1, SINGLE-FAMILY LOW DENSITY RESIDENTIAL, AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Bushnell, Florida, has adopted a zoning ordinance assigning certain land use classification to all real property located within the City limits; and

WHEREAS, certain property, as described in Exhibit "A" attached hereto and incorporated herein, has been annexed into the City; and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that the most appropriate zoning classification for the property is RSF-1, Single-Family Low Density Residential.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

- 1. The zoning classification of the land described in Exhibit "A" and located within the City limits of the City of Bushnell, Florida, is hereby designated as RSF-1, Single-Family Low Density Residential, zoning district.
 - 2. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED O	rdinance was read at the regularly scheduled meetir	ng of the Bushnell
City Council held on	Upon motion made by	, and
seconded by	, it was moved that the ordinance be published	ed in a newspaper
of general circulation in the	City of Bushnell, Sumter County, Florida, in acc	ordance with the
requirements of Florida Statu	tes, and that the ordinance again be presented to the	e City Council for
a second reading and a publi	ic hearing at a regular or special meeting of the C	ity Council, such
meeting to be held not soone	er than ten (10) days from the date of publication.	Upon the matter
being submitted to a vote, the	e results were as follows:	

ATTEST:	HONORABLE JESSIE SIMMONS JR. Mayor – Councilman
Approved by me this day of, 20	023.
Councilman Dale Swain	
Councilwoman Karen Davis	
Vice-Mayor/Councilman Lance D. Lowe	ery
Councilwoman Margaret A. Thies	
Mayor/Councilman Jessie Simmons Jr.	
being submitted to a vote, the results were as fol	lows:
	y, and upon
-	on, 2023, in the
	ssed on the first reading, it was moved by inance be passed and ordained on second reading
Councilman Dale Swain	
Councilwoman Karen Davis	
Vice-Mayor/Councilman Lance D. Lowe	ery
Councilwoman Margaret A. Thies	
Mayor/Councilman Jessie Simmons Jr.	

EXHIBIT A:

ORDINANCE NUMBER 2023-64

Sumter County Property Appraiser Parcel Identification Number: N27-002

S ½ of E ½ of SE ¼ of NE ¼ LESS E 10 ft., ALSO LESS the W ½ of S ½ of E ½ of SE ¼ of NE 1/4; Section 27, Township 21 South, Range 22 East, Sumter County, Florida.

ITEM # 14

FIRST READING OF ORDINANCE
2023-65, AN ORDINANCE OF THE CITY
OF BUSHNELL, FLORIDA, AMENDING
THE CITY OF BUSHNELL CODE OF
ORDINANCES, SPECIFICALLY AMENDING
CHAPTER 16, OFFENSES AND
MISCELLANEOUS PROVISIONS, SECTION
16-7, SMOKING WITHIN CITY-OWNED
BUILDINGS, PARKS, AND RECREATIONAL
AREAS; AND PROVIDING AN EFFECTIVE
DATE.

ORDINANCE NUMBER 2023-65

AN ORDINANCE OF THE CITY OF BUSHNELL, FLORIDA, AMENDING THE CITY OF BUSHNELL CODE OF ORDINANCES, SPECIFICALLY AMENDING CHAPTER 16, OFFENSES AND MISCELLANEOUS PROVISIONS, SECTION 16-7, SMOKING WITHIN CITY-OWNED BUILDINGS, PARKS, AND RECREATIONAL AREAS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Bushnell, Florida, has reviewed the City's ordinances pertaining to smoking within city-owned buildings, parks, and recreational areas as set forth in Chapter 16, Section 16-7, of the Code of Ordinances of the City of Bushnell, Florida; and

WHEREAS, the City Council of the City of Bushnell, Florida, has determined that in order to promote and serve the best interest of the health, safety, and welfare of the citizens of the City of Bushnell, Florida, it is appropriate and proper to amend and adopt changes to the ordinance governing smoking within city-owned buildings, parks and recreational areas.

NOW THEREFORE, BE IT ORDAINED AND ESTABLISHED BY THE CITY COUNCIL OF THE CITY OF BUSHNELL, FLORIDA, THAT CHAPTER 16, OFFENSES AND MISCELLANEOUS PROVISIONS, SECTION 16-7, SMOKING WITHIN CITY-OWNED BUILDINGS, PARKS, AND RECREATIONAL AREAS, is AMENDED AS FOLLOWS:

1. SEE EXHIBIT "A" ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE

- 2. If any Section or portion of a Section of this Ordinance declared and determined to be invalid, unlawful, or unconstitutional, such determination shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.
- 3. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.
 - 4. This Ordinance shall take effect upon its enactment by the City Council.

THE PROPOSED Ordin	nance was read at the regularly scheduled meeting of the Bushnell
City Council held on	, 2023. Upon motion made by,
and seconded by	, it was moved that the Ordinance be published in a
newspaper of general circulation	n in the City of Bushnell, Sumter County, Florida, in accordance
with the requirements of Florida	a Statutes, and that the Ordinance again be presented to the City
Council for a second reading a	nd a public hearing at a regular or special meeting of the City

HONORABLE JESSIE SIMMONS JR. Mayor - Councilman	
, 2023.	
D. Lowery	
es	
ons Jr.	
	eing submitted to a vote, the results were
	2023, in the Sumter Sun Times
_	the first reading, it was moved by
D. Lowery	
es	
ons Jr.	
	D. Lowery Deen passed on sed and ordained anddays ofand upon b Ons Jr. D. Lowery HONORAL

Council, such meeting to be held not sooner than ten (10) days from the date of publication. Upon

the matter being submitted to a vote, the results were as follows:

EXHIBIT "A" Ordinance Number 2023-65

Sec. 16-7 Smoking within city-owned buildings, parks and recreational areas.

- (a) As used in this section, "smoking" means inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, filtered cigars, pipe tobacco, and any other lighted tobacco product whether natural or synthetic. "Smoking" shall also means using an electronic smoking device or any other plant product intended for inhalation, including hookah and marijuana. For the purposes of this Ordinance, only as it relates to parks, smoking does not include the use of unfiltered cigars in accord with Section 386.209, Florida Statutes, as presently constituted or herein enacted.
- (b) "Electronic Smoking Device" means an electronic device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah.
- (c) "Park" means all public property specifically designated as being used for outdoor recreational or park purposes and where children regularly congregate. "Outdoor recreational or park purposes" includes, but is not limited to, boating, golfing, camping, swimming, horseback riding, and archaeological, scenic, or scientific sites and applies only to land which is open to the general public.
- (d) "Tobacco Product" means: (1) any product containing, made, or derived from tobacco, nicotine or nicotine analogues that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; (2) any electronic smoking device as defined in this [article/chapter] and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; or (3) any component, part, accessory, of (1) or (2), whether or not any of these contains tobacco or nicotine, including but not limited to filters, rolling papers, blunt or hemp wraps, hookahs, and pipes. "Tobacco Product" does not mean drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.
- (e) "Tobacco Product Waste" means any material that is left over and regularly intended to be discarded after the use or consumption of a tobacco product. Tobacco Product Waste includes, but is not limited to, discarded cigarette butt filters, cigar or cigarillo tips, cigarette packs, cigar or cigarillo wrappers, electronic smoking devices of all types, electronic smoking device cartridges or refill containers, plastic packaging, foil, or other disposable tobacco product remnants or tobacco product packaging in any form.
- (f) "Vaping" means the inhaling, exhaling, or holding of an activated electronic smoking device.
 - (g) Smoking and the use of all other tobacco products within a city-owned building is

prohibited and unlawful.

- (h) Smoking within a city-owned park or smoking within a city-owned recreational area, except in designated smoking areas, is prohibited and unlawful. Smoking and the use of all other tobacco products is prohibited in all parks within Bushnell. This section of this Ordinance shall not apply to unfiltered cigars in accord with Section 386.209, Florida Statutes, as presently constituted or hereinafter enacted.
 - (i) No person shall dispose of tobacco product waste in any park or beach.
- (j) The City Manager or their designee shall post at least one clear, conspicuous, and unambiguous "No Smoking or Vaping" sign at each point of ingress to the area, and in at least one other conspicuous location where individuals congregate (such as restrooms, playgrounds, or buildings) within each recreational area. For purposes of this section, the City Manager or their designee shall be responsible for the posting of signs in regulated facilities owned or leased in whole or in part by the City. Notwithstanding this provision, the presence or absence of signs shall not be a defense to a charge of smoking in violation of any other provision of this Ordinance.
- (k) Violation of this Ordinance shall be a second-degree misdemeanor. Any person who is convicted of violating the terms and provisions of this Ordinance shall, upon being found guilty, be subject to the penalties, fines, and terms of imprisonment as provided by Florida Statutes for a person convicted of a second-degree misdemeanor.
- (l) If any section, subsection or provision of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections or provisions of this Ordinance or its application to any other person or circumstance.
- (m) The City Manager shall establish, or cause to be established, areas where smoking is permitted within city-owned parks and city-owned recreational areas.

NEW BUSINESS

ITEM # 15

APPROVAL OF RESOLUTION

2023-12, A RESOLUTION OF THE CITY OF
BUSHNELL, FLORIDA, RELATING TO THE
STATE REVOLVING FUND LOAN PROGRAM;
MAKING FINDINGS; AUTHORIZING THE
LOAN APPLICATION; AUTHORIZING THE
LOAN AGREEMENT; ESTABLISHING
PLEDGED REVENUES; DESIGNATING
AUTHORIZED REPRESENTATIVES;
PROVIDING ASSURANCES; PROVIDING
FOR CONFLICTS, SEVERABILITY, AND
EFFECTIVE DATE.

RESOLUTION 2023-12

"A RESOLUTION OF CITY OF BUSHNELL, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE."

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the planning, design and construction of facilities within the Lead Service Line Inventory and Replacement; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. LS-60046 as eligible for available funding; and

WHEREAS; the City of Bushnell, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BUSHNELL, FLORIDA, AS FOLLOWS:

SECTION I. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION II. The City of Bushnell, Florida, is authorized to apply for a loan to finance the Project.

SECTION III. The revenues pledged for the repayment of the loan are net water system revenues after payment of debt service on the City's Series Centerstate Bank Bond Refunding Loan, in the amount of \$851,823 Water and Sewer System Revenue Bonds

SECTION IV. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTIOIN V. The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The Mayor is authorized to represent the City in carrying out the City's responsibilities under the loan agreement. The Mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION VI. The legal authority for borrowing moneys to construct this Project is 166.111, Florida Statutes. SECTION VII. All resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed. SECTION VIII. If any section or portion of a section of this Resolution proves to be invalid. unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution. SECTION IX. This Resolution shall become effective immediately upon its passage and adoption. _____, and seconded by _ Upon motion made by ____, this Resolution was passed and adopted by the City Council of the City of Bushnell, Florida, at a City Council meeting held on October 2, 2023. The vote upon this Resolution was as follows: Mayor/Councilman Jessie Simmons Jr. Councilwoman Margaret A. Thies Councilwoman Karen Davis Vice-Mayor/Councilman Lance D. Lowery

Councilman Dale Swain

This Resolution was adopted by the City Council of the City of Bushnell, Florida, on the 2nd day of October, 2023, at a regularly scheduled meeting of the City Council.

Approved by me this 2nd day of October, 2023.

ATTEST:	Jessie Simmons Jr. Mayor – Councilman
Christina Dixon - City Clerk	

NEW BUSINESS

ITEM # 16

REQUEST FOR APPROVAL TO UTILIZE THE FLORIDA MUNICIPAL POWER AGENCY'S MASTER SERVICES AGREEMENT WITH GEORGE F. YOUNG INC. TO UPDATE THE CITY OF BUSHNELL ELECTRIC SYSTEM GIS MAPS AND ELECTRIC ASSET INVENTORY.

CITY OF BUSHNELL AGENDA MEMO

TO: HONORABLE CITY COUNCIL

FROM: MIKE EASTBURN, CITY MANAGER

SUBJECT: REQUEST FOR APPROVAL TO USE FMPA'S MASTER SERVICES AGREEMENT FOR ELECTRIC

GIS MAPPING AND ASSET INVENTORY

DATE: OCTOBER 2, 2023

It is requested that the Bushnell City Council consider the following information and recommendation(s):

BACKGROUND:

The City of Bushnell has a responsibility to provide and maintain utilities infrastructure for its citizens. A GIS system is a valuable tool to help manage these assets, as it can provide ready access to asset inventory knowledge and an informed visualization of these systems. This knowledge allows municipal operations to determine the value of assets, plan and prepare for aging infrastructure, and increase efficiencies in responding to system failures.

The City of Bushnell's experience with GIS is disjointed due to limited technical staffing and budgeting resources. When receiving asset information from development or capital projects, it has been difficult to consolidate this data into a dependable system of record, and the City's electric GIS has not been updated since April 2021.

To address this challenge, the City is requesting approval to utilize the Florida Municipal Power Agency's Master Services Agreement with George F. Young Inc. to update the electric system GIS maps and asset inventory. George F. Young Inc. is unique in that it has created a GISaaS (GIS as a service) solution to make GIS technically and economically feasible for small municipalities with limited resources and staff. Utilizing this firm would be a fraction of the cost compared to developing in-house resources. This project is reflected in the 2024 Capital Improvement Plan budget and has \$25,000 allocated each year for the next five years.

RECOMMENDATIONS:

 Approve the request to utilize the Florida Municipal Power Agency's Master Services Agreement with George F. Young Inc. to update the City of Bushnell electric system GIS maps and electric asset inventory.

Master Services Agreement

This Master Services Agreement is entered into on this 29th day of November 2021, and is by and between Florida Municipal Power Agency, a governmental joint action agency organized and existing pursuant to Florida law, with its office located at 8553 Commodity Circle, Orlando, Florida 32819, ("FMPA") and George F. Young, Inc., with its principle place of business located at 299 Dr. Martin Luther King, Jr. Street North, St. Petersburg, FL 33701, ("Consultant").

FMPA is a municipal electric joint action agency formed pursuant to section 163.01, Florida Statutes, and exercises powers pursuant to section 163.01 and chapter 361, part II, Florida Statutes.

Consultant is a Florida C Corp offering GIS consulting services.

FMPA issued RFQ 2021-244 to find qualified professionals to perform continuing consulting services for assigned projects (hereinafter referred to as "Continuing Service Projects").

The parties desire for Consultant to perform the continuing consulting services in accordance with prior, mutually agreed upon conditions.

Now therefore, for and in consideration of the premises and mutual covenants made herein, the parties agree as follows:

Section 1. Requests for Services

Consultant shall provide to FMPA consulting services (the "Services") for Continuing Service Projects in accordance with written "Requests for Services" issued by FMPA and agreed to by Consultant from time to time during the term of this agreement. Such Requests for Services shall be attached as separate Attachment(s) "A" hereto. Such Requests for Services shall make specific reference to this agreement and shall be subject to FMPA's and Consultant's written acceptance.

Upon written acceptance, each Request for Services shall be incorporated into and become a material part of this agreement. However, a Request for Services shall not amend or add to this agreement in any respect except to describe the following: the scope of services for the Continuing Service Project (the "Project Scope of Services"), the schedule therefore (the "Project Schedule"), any additional responsibilities of FMPA not already outlined in Section 7 herein ("Additional FMPA Responsibilities"), the applicable compensation terms (the "Project Compensation" further described in Section 4 herein), and any additional insurance requirements related to the Continuing

Service Project (the "Project Specific Insurance Requirements" as further defined in Section 10(e) herein). Additional or conflicting contractual terms or conditions may be added only by formal written amendment to this agreement and not through Requests for Services. Any such additional or conflicting terms and conditions contained in Requests for Services shall be of no force or effect.

When Consultant believes it has completed the Services in accordance with each Request for Services, Consultant shall provide to FMPA a written notification of completion. Within twenty (20) Business Days (the "FMPA Response Period") FMPA shall advise Consultant in writing of (i) its agreement with the notification of completion, or (ii) any deficiencies in the Services for which Consultant is responsible under the Request for Services, or (iii) notice that FMPA will be reasonably delayed in providing a response and identify the number of days required to respond. As soon as Consultant corrects all deficiencies identified by FMPA, FMPA shall accept the Services under that Request for Services in writing, or upon expiration of FMPA Response Period without such required response from FMPA, the completion of the Services for the Request for Services shall be deemed accepted. Consultant has an affirmative obligation to complete all Requests for Services in accordance with this agreement, including the standard of care as described in Section 6 herein.

FMPA or Consultant may initiate a change to a Request for Services (a "Change Order") by advising the other party in writing that a change is believed to be necessary. As soon thereafter as practicable, Consultant shall prepare and forward to FMPA a cost estimate of the change which shall include the adjustment to the Project Compensation, schedule of payments, project schedule, and completion date applicable thereto. FMPA shall advise Consultant in writing of its approval or disapproval of the Change Order. If FMPA approves the Change Order, Consultant shall perform the Services as changed.

For any Continuing Service Project identified as a "Major Project" in a Request for Services, FMPA and Consultant shall each appoint a representative with executive authority having a broad general knowledge of the Major Project, but not involved in the Major Project on a detailed day-to-day basis. These representatives shall perform an oversight function to review the Major Project monthly, or as otherwise agreed, and take or recommend action pursuant to items of major and material impact to the Major Project. These items would include but would not necessarily be limited to budget, schedule, Consultant's obligations and deliverables, FMPA's obligations and deliverables, contractor or supplier performance, actual or potential major change orders, etc. Meetings may also include staff or others, as deemed necessary by the representatives.

Section 2. Consultants' Competitive Negotiation Act

Both Parties understand, acknowledge and agree that this agreement constitutes a "continuing contract" as defined in Section 287.055(2)(g), Florida Statutes. FMPA will have the right to contract for consulting services from Consultant or any other firm under a separate agreement while this agreement is in effect.

For any lump-sum or cost-plus-a-fixed-fee Service over the threshold amount provided in Section 287.017, Florida Statutes, as amended, for CATEGORY FOUR, Consultant shall execute a truth-in-negotiation certificate, as provided by FMPA, stating that the wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of entering into the subject Request for Services. The original lump-sum amount and any additions thereto shall be adjusted to exclude any significant sums by which FMPA determines the lump-sum amount was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such lump-sum amount adjustments must be made within one (1) year of the completion of services as provided for herein.

Consultant warrants that Consultant has not employed or retained any company or person, other than a bona fide employee working solely for the architect (or registered surveyor and mapper, or professional engineer, as applicable) to solicit or secure this agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the architect (or registered surveyor and mapper or professional engineer, as applicable) any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this agreement. For the breach or violation of this provision, FMPA shall have the right to terminate this agreement without liability and, at its discretion, to deduct from the Project Compensation, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

Section 3. Termination

FMPA shall have the right to terminate this agreement upon written notice to Consultant, and Consultant shall terminate performance of Services based on remaining Services identified by Consultant and approved by FMPA on a schedule acceptable to FMPA. In the event of termination, FMPA shall pay Consultant for all Services previously performed and remaining Services as identified and approved by FMPA in accordance with Section 1 herein, which have been performed to the standard of care as described in Section 6 herein.

Section 4. Project Compensation and Payment

FMPA shall pay and Consultant shall accept in full consideration for the Services the Project Compensation (including the cost of any project specific insurance requirements provided to FMPA pursuant to Section 10(e) herein), which shall be described in each Request for Services.

Consultant will submit to FMPA monthly invoices for Services performed in accordance with each Request for Services. Each invoice will be submitted by about the fifteenth (15th) day of the month following the month during which such Services were performed. FMPA agrees to pay Consultant's invoice within thirty (30) days after the invoice is received by

FMPA. The final invoice shall be paid by FMPA to Consultant within thirty (30) days after the date that the Services are accepted by FMPA as complete in accordance with

Section 1 herein.

For Services rendered on a cost plus or time plus materials basis, invoices will identify (a) individuals working on the Continuing Service Project, (b) their hourly pay rate, (c) indirect and overhead and fee salary percent mark-ups; (d) the actual time charged to the Continuing Service Project; and (e) the total amount invoiced to the Continuing Service Project to date. For lump sum services, FMPA and Consultant shall agree upon a payment schedule in each applicable Request for Services, and Consultant shall invoice FMPA in accordance with the agreed upon payment schedule.

FMPA shall have the right to audit and inspect Consultant's records and accounts covering direct costs hereunder at all reasonable times during the performance of the Services and for a period of two (2) years after completion of the Services and final payment in accordance with the Request for Services thereof; provided, however, that the purpose of any such audit shall be only for verification of such costs.

Section 5. Independent Contractor Status.

It is understood and agreed that Consultant is an independent contractor, is not an agent or employee of FMPA, and is not authorized to act on behalf of FMPA. Consultant agrees not to hold him or herself out as, or give any person any reason to believe that he or she is an employee, agent, or partner of FMPA. Consultant will not be eligible for any employee benefits, nor will FMPA make deductions from any amounts payable to Consultant for taxes or insurance. All payroll and employment taxes, insurance, and benefits shall be the sole responsibility of Consultant. Consultant retains the right to provide services for others during the term of this agreement and is not required to devote his or her services exclusively for FMPA.

Section 6. Consultant's Responsibilities and Standard of Care.

The Services and any deliverables provided pursuant to this agreement shall be free from material defect, and shall comply with applicable federal, state, and local laws, and codes, including without limitation, professional registration and licensing requirements in effect during the term of this agreement. Consultant represents that the Services shall be performed with the care, skill, and diligence customarily provided by a Registered Professional Engineer. If any modifications or alterations are required to correct deviations from the quality of Services stipulated, Consultant will, at no cost to FMPA and on a schedule agreeable to FMPA, re-perform the necessary Services to correct such deviations if discovered and reported to Consultant within five (5) years from the date of completion of the Services under the applicable Request for Services.

Nevertheless, it is understood that Consultant is providing its opinion and advice as a service to FMPA. It is recognized that Consultant is not an "authorized agent" of FMPA and that at no time may Consultant commit FMPA or any of its affiliates to any commercial transaction without written direction to do so. Further, FMPA at its own and sole discretion may choose or not choose to implement or transact with other third

parties based upon Consultant's recommendation or advice.

Section 7. FMPA's Responsibilities

FMPA shall at such times as may be required by Consultant for the successful and expeditious completion of the Services:

- (a) Obtain all permits and licenses required to be taken out in the name of FMPA which are necessary for the performance of the Services;
- (b) Provide Consultant with all available information, data, and specifications necessary for the completion of the Services, including without limitation geotechnical and other site condition information (unless noted in Request for Services as being obtained by FMPA based on specification developed by Consultant);
- (c) Appoint an individual who shall be authorized to act on behalf of the FMPA, with whom the Consultant may consult at all reasonable times, and whose instructions, requests, and decisions will be binding upon the FMPA as to all matters pertaining to this Contract and the performance of the Parties hereunder;
- (d) Advise Consultant of the existence and undertake the abatement and disposal of all "Hazardous Materials" that constitute "Pre-Existing Contamination" in accordance with the following:
 - 1) "Hazardous Materials" are materials or substances, which, because of their chemical, physical, or biological nature, pose a risk to life, health, or property when released, including all materials and substances defined or classified as hazardous or toxic by applicable Federal, State, or local laws, rules, regulations, and classifications in effect on the date of the Request for Services.
 - 2) "Pre-existing Contamination" is any Hazardous Material present at any site at, or for, which Consultant shall perform any Services that was not brought onto such site or sites by the Consultant.
 - 3) FMPA shall advise Consultant of the existence and undertake the abatement, disposal, and/or mitigation of all Hazardous Materials that constitute a Pre-existing Contamination herein, at any site at, or for, which Consultant shall perform any service.
 - 4) FMPA agrees to release, defend, indemnify, and hold the Consultant harmless, to the extent permitted by law, from and against any and all liability that may in any manner arise in any way directly or indirectly caused by such Pre-existing Contamination except if, and then only to the extent, such liability is caused by the Consultant's negligence, gross negligence or willful misconduct.

5) Consultant shall notify FMPA of any Pre-existing Contamination known to Consultant.

Section 8. Documents

Consultant agrees to furnish and provide to FMPA, for each Continuing Service Project, copies of all plans, specifications, drawings, project manuals, and other documents (except correspondence) prepared by Consultant under this agreement, at its own expense, as detailed in each Request for Services. The copies shall be furnished as they are prepared and completed by Consultant, and if FMPA requires additional copies, Consultant shall promptly furnish the copies to FMPA at a reasonable cost for the reproduction.

FMPA exclusively retains all ownership rights to all materials or designs developed under this agreement. To the extent the Services performed under this agreement produce or include copyrightable or patentable materials or designs, such materials or designs are work made for hire for FMPA as the author, creator, or inventor thereof upon creation, and FMPA shall have all rights therein including, without limitation, the right of reproduction, with respect to such work.

Section 9. Confidential and Proprietary Information

For purposes of this Section 9, "Confidential Information" means the confidential and proprietary information of a party (including, with respect only to FMPA, the confidential and proprietary information of any one or more of its member municipal electric utility systems, including FMPA), and includes without limitation all data, specifications, calculations, estimates, plans, drawings, construction or technical documents, photographs, summaries, spreadsheets, reports, memoranda, letters, email, and any other documents, instruments, information and materials of any nature whatsoever, whether oral, written or recorded in another medium, relating to the business of a party (including, with respect only to FMPA, the business of one or more of its member electric utility systems, including FMPA) which has been or may afterwards be provided or disclosed in relation to the Services. Each party may disclose its Confidential Information (including, with respect only to FMPA, the Confidential Information of any one or more of its member municipal electric utility systems, including FMPA) (the "Disclosing Party") to the other Party (the "Receiving Party"). Tangible items of Confidential Information may be marked "CONFIDENTIAL" or "PROPRIETARY" or

"CONFIDENTIAL AND PROPRIETARY" by either party, except that no such mark is necessary to cause tangible items to be considered Confidential Information if such tangible items are otherwise included in the definition provided in this Section 9.

The Receiving Party agrees that Confidential Information received must be considered confidential and proprietary property of the Disclosing Party and the Receiving Party, unless prohibited by Florida law, shall hold the same in confidence, and shall not use Confidential Information for purposes other than the purposes

contemplated by this agreement, which for Consultant is limited to its rendering of the Services to or for FMPA. The Receiving Party, to the extent permitted by Florida law, shall not disclose, publish, or otherwise reveal any Confidential Information to any third party whatsoever except after receipt of the specific prior written authorization of the Disclosing Party. Consultant, as the Receiving Party, further agrees, without limiting the other provisions of this agreement, to not utilize the Confidential Information received in association with the agreement, in any way, for any client other than FMPA and for any matter other than in performance of the Services contemplated hereunder.

Notwithstanding any other provision of this contact, FMPA as the Receiving Party may disclose Confidential Information if necessary, in the opinion of legal counsel for FMPA, to comply with applicable law (including, without limitation, the Florida Public Records Law, Chapter 119, Florida Statutes), order, regulation, ruling, subpoena, or order of a governmental authority or tribunal with competent jurisdiction. In the event that FMPA as the Receiving Party is requested or required to disclose any Confidential Information, FMPA shall promptly notify Consultant of the request or requirement prior to disclosure, if reasonably possible, so that Consultant may, if it elects, seek an appropriate protective order or other designation of such Confidential Information as containing trade secrets or other commercially sensitive information or otherwise seek to contest, limit or protect the confidentiality of any such requested or required disclosure. All costs of seeking any protective order or other designation and for contesting, limiting, or protecting the disclosure of Confidential Information in response to a valid request to or demand upon FMPA as the Receiving Party shall be borne and paid in full by Consultant. With respect to any disclosure made by FMPA as the Receiving Party pursuant to this Section 9. FMPA shall furnish only that portion of the Confidential Information that it reasonably determines, in consultation with its legal counsel, is consistent with the scope of the request or demand to disclose and to exercise reasonable efforts to obtain assurance that confidential treatment will be accorded such Confidential Information.

The Receiving Party has no obligation under this agreement with respect to Confidential Information which (1) is, or becomes publicly available without breach of this agreement by the Receiving Party; (2) is rightfully received by the Receiving Party without obligations of confidentiality; (3) is developed by the Receiving Party without breach of this agreement; or (4) is a public record which Receiving Party is obligated by Florida law to disclose to a third party in the opinion of legal counsel for the Receiving Party; provided however, the Confidential Information described in clauses (1), (2), (3),

and (4) of this paragraph shall not be disclosed, in response to a formal request, until 20 days after written notice (as defined in Section 15 herein) of the intent to disclose is given to the Disclosing Party along with the asserted grounds for disclosure (unless pursuant to clause (4) only a shorter response is required by Florida law and the Disclosing Party is given advance notice of such response requirement by the Receiving Party not less than one business day prior to disclosure by the Receiving Party).

Section 10. Insurance

During the performance of the Services under this agreement Consultant, for the protection of FMPA, shall maintain the following insurance.

- (a) Commercial General Liability Insurance with a combined single limit of \$1,000,000 each with a general aggregate of \$2,000,000 for bodily injury and property damage.
- (b) Automobile Liability Insurance with a combined single limit of \$1,000,000 combined single limit for bodily injury and property damage.
- (c) Worker's Compensation Insurance in accordance With statutory requirements and Employers' Liability Insurance with a limit of \$500,000 for each person.
- (d) Professional Liability Insurance with an annual aggregate limit of \$2,000,000 per claim and a \$4,000,000 aggregate limit.
- (e) Consultant, if requested by FMPA by or through a specific Request for Services, shall obtain a quote for project specific professional liability insurance ("Project Specific Insurance Requirements") that will reimburse FMPA for direct damages which may be caused by Consultant's negligence in performing the Services. The proposed limits of liability and coverage period of any Project Specific Insurance Requirements shall be requested by FMPA at the time of the issuance of the Request for Services. Based upon the quote for the project specific policy provided to FMPA by Consultant, FMPA shall decide, within its sole discretion, whether to require Consultant to purchase such Project Specific Insurance Requirements. If purchased, FMPA shall reimburse Consultant for the actual cost of such Project Specific Insurance Requirements.

The Commercial General Liability and Automobile Liability policies shall include FMPA, its directors, officers, agents, and employees as additional insureds to the extent of Consultant's negligence, and to the extent of the insurance limits specified in this Section 10. Consultant shall furnish FMPA certificates of insurance of Consultant's policies covering the stated liabilities, together with the provision that the same shall not be cancelled without at least ten (10) days' written notice to FMPA.

Section 11. Indemnification

To the fullest extent permitted by law, Consultant, its heirs, successors and assigns shall indemnify and hold harmless FMPA, its successors and assigns, and its employees, against any and all claims, suits or actions at law, including the bodily injury or death of Consultant during the performance of the Services regardless of cause and/or all damages, costs and judgments (including reasonable attorneys' fees), incurred by FMPA arising from the negligence, gross negligence or willful misconduct of

Consultant while performing work under this agreement. The liability of Consultant is full and complete in all respects and subcontracting any part of the Work shall not relieve it of primary liability.

Section 12. Limitation of Liability

Notwithstanding any other provision of this agreement, and to the fullest extent permitted by law:

- (a) FMPA and Consultant shall not be liable to each other for any special, incidental, indirect, or consequential damages, including but not limited to, loss of profits or revenue; loss of use, loss of opportunity; loss of goodwill; cost of substitute facilities, goods or services; cost of capital; cost of replacement power, governmental and regulatory sanctions; and claims of customers for such damages.
- (b) FMPA's and Consultant's remedies, obligations and liabilities shall be exclusively those specifically expressed in this agreement, and are in lieu of any others available at law or otherwise.
- (c) Upon completion of the Services under a Request for Services or termination of this agreement, provisions relating to indemnity and limitations of liability, including but not limited to Sections 11 and 12 herein, shall remain in full force and effect.

Section 13. Force Majeure

In the event that either Party is rendered unable, wholly or in part, to carry out its obligations under this agreement, or is delayed in its performance under this agreement by Force Majeure, it is agreed that, upon a Party giving notice and full particulars of such Force Majeure in writing to the other Party as soon as reasonably possible after the occurrence of the Force Majeure relied upon, the obligations of the Party giving such notice, so far as those obligations are affected by Force Majeure, shall be suspended during the continuance of the inability so caused, and such obligation suspended because of a Force Majeure shall, to the extent possible, be remedied with all reasonable care and speed by the Party affected by Force Majeure. It is understood and agreed that Force Majeure shall not be relied upon as a basis for any Party's failure or delay in paying any money owed and due hereunder. It is further understood and agreed that Consultant shall be entitled to a change under Section 1 for any schedule and cost impacts due to the Force Majeure.

In the event of any nonperformance caused by any of the forces described as Force Majeure, the Party affected shall within seventy-two (72) hours notify the other Party orally, and within seven (7) Business Days of nonperformance provide the other Party with written confirmation of the nature, cause, date of Force Majeure commencement, and anticipated extent of such nonperformance.

The term "Force Majeure," as used herein, shall mean any and all events which occur without the fault or negligence of the Party claiming Force Majeure, and which by the exercise of due diligence such Party is unable to prevent or overcome including without limitation acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, storms, floods, freezes, washouts, power failure, water shortage or adverse weather conditions, arrests, and restraints of governments and people, civil disturbances, explosions, breakage or accidents, the necessity for making repairs or alterations to machinery or lines of pipe (other than regularly scheduled or routine maintenance), acts of civil or military authority (including, but not limited to, courts or administrative or regulatory agencies), governmental action, delay, restraint, or inaction, unavailability of equipment, and other similar or related causes (unless otherwise explicitly excluded herein), including both their direct and indirect consequences and effects, whether or not enumerated herein. A Party claiming Force Majeure shall utilize reasonable commercial efforts to mitigate the impact of Force Majeure. "Force Majeure" SHALL NOT MEAN OR INCLUDE the negligence, gross negligence or willful malfeasance of a Party or any of its directors, officers, agents, representatives, independent contractors, or employees.

Section 14. Agreement

This Master Services Agreement and each Request for Services issued hereunder, along with FMPA's RFQ 2021-244 and Consultant's response thereto (which are both incorporated herein by reference), shall constitute the final and complete expression of the agreement between FMPA and Consultant relating to the subject matter of this agreement.

In the event of any inconsistency between the terms of this Master Services Agreement, the terms included in any Request for Services issued hereunder, and those additionally set forth in RFQ 2021-244 and Consultant's response thereto, the following order of precedence is hereby agreed: (1) the terms of this Master Agreement, the terms in any Request for Services, and (3) any additional terms set forth in FMPA's RFQ 2021-244 and Consultant's response thereto.

Section 15. Notices

All notices requests, consents, and other communications hereunder ("Notices") shall be in writing and shall be deemed to have been validly served, or given after deposit in the United States mails, postage prepaid, by certified mail with return receipt requested, delivery to an overnight courier, or if transmitted by facsimile transmission facilities or electronic means of transmitting electronic mail messages, and addressed to the Party to be notified as follows:

If to FMPA at:

Assistant General Manager of Power Resources

Florida Municipal Power Agency

8553 Commodity Circle

Orlando, Florida 32819-9002

Telephone No. (888) 774-7606 (toll free)

(407) 355-7767

Facsimile No.

(407) 355-5793

With a copy to:

General Counsel

Florida Municipal Power Agency

2061-2 Delta Way

Post Office Box 3209 Tallahassee,

Florida 32315-3209

Telephone No. (877) 297-2012 (toll free)

(850) 297-2011

Facsimile No. (850) 297-2014

If to Consultant at:

With a copy to:

Except as otherwise provided in this agreement, any Notices shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (local time and at the place of delivery) or on a non-business day shall be deemed received on the next business day. If any time for giving Notice contained in this agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and holidays recognized by FMPA shall not be regarded as business days. Counsel for FMPA and counsel for Consultant may deliver Notice on behalf of FMPA and Consultant. Any Party or other person to whom Notices are to be sent or copied may notify the other Parties and addresses of any change in name or address to which Notices shall be sent by providing the same on five (5) days written notice to the Parties and addresses set forth in this agreement.

Section 16. General Terms and Conditions

- (a) This agreement shall not be assigned in whole or in part except as may be approved in writing by FMPA and Consultant.
- (b) No term of this agreement shall be deemed waived, and no breach of this agreement excused, unless the waiver or consent is in writing signed by the other party granting such waiver or consent. The failure or delay of any Party at any time to require performance by another Party of any provision of this agreement, even if known, shall not affect the continuing right of such Party to require performance of that provision or to exercise any right, power, or remedy hereunder.
- (c) No amendment to this agreement (including any amendment to this Section) shall be effective unless agreed to in writing by both of the Parties to this agreement.
- (d) If any provision of this agreement is determined to be illegal or unenforceable, such term or provision shall be deemed stricken, and all other terms and provisions shall remain in full force and effect.
- (e) This agreement shall be governed by the laws of the State of Florida. All controversies, claims or disputes arising out of this agreement shall be brought exclusively in appropriate court in Leon County, Florida.
- (f) This agreement reflects the negotiated agreement of the Parties. Accordingly, this agreement shall be construed as if both Parties jointly prepared it, and no presumption against one Party or the other shall govern the interpretation or construction of any of the provisions of this agreement.
- (g) The execution of this agreement has been duly authorized by the appropriate body or official of FMPA and Consultant, both FMPA and Consultant have complied with all requirements of law, and both FMPA and Consultant have full power and authority to comply with the terms and provisions of this agreement.
- (h) In the event that either party is required to enforce the terms of this agreement by court proceedings or otherwise, the prevailing party of such proceedings shall be entitled to recover from the non-prevailing party all fees and costs incurred, including reasonable attorney's fees and costs and expenses for trial, alternative dispute resolution and appellate proceedings.

IN WITNESS WHEREOF, the parties have duly executed this agreement as of the date first stated in the introductory paragraph.

FLORIDA MUNICIPAL POWER AGENCY

GEORGE F. YOUNG, INC.

Digitally signed by Grant Raudenbush DN: cn=Grant Raudenbush, c=US, o=GNV, ou=GIS, email=graudenbush@georgefyoung.com Reason: I agree to the terms defined by the placement of my signature on this document. Date: 2021.11.29

By: Jaw a. Williams By: Grant Raudenbush

Title: General Manager and CEO

Title:

V.P. Geospatial Information Systems

ATTACHMENT A

REQUEST FOR SERVICES

PROJECT
SMALL MUNICIPAL, GIS

A PROPOSAL BY
GRANT RAUDENBUSH

GIS BUDGET PROPOSAL

September 06, 2023

BUSHNELL,

FL



ABOUT US

Founded in St. Petersburg, Florida in 1919 by pioneer engineer and surveyor, George Fleming Young; George F. Young (GFY) has been in continuous operation for over 100 years and remains a Florida owned company today. GFY has grown to become a single source for land development in educational, healthcare, institutional, municipal, and residential facilities, along with parks and recreation, property transition, and transportation engineering – while expanding our reach throughout Florida and the Caribbean basin. GFY's company culture and guiding values – integrity, quality, and service have created a collaborative, and dynamic environment that fosters partnership, professional growth, and fulfillment. See what the GFY experience is by working for us and with us.

From Concept to Completion:

Our expertise includes both land development engineering and site-specific design for hospitality, multifamily, retail, institutional, industrial, community and recreational uses, for the public and private sector. From project concept through completion, we will provide the resources of our experienced staff of professionals, technicians, and specialists who are dedicated to delivering exceptional service. Our approach is combining our full-service inhouse team and assigning one project manager, whether it's for one service or various services, and to provide a single point of contact with coordinated effort to seamlessly move your project from start to finish. We continue to deliver the core values our founder, George F. Young, established our company with, integrity, quality and dedication to superior service and long-term relationships.

GFY Service Lines:

- Civil Engineering
- Structural Engineering
- Transportation Engineering
- Survey and Mapping
- Geographic Information Systems
- Subsurface Utility Engineering
- Ecology



Small Municipal GIS

For many small municipalities, the experience with GIS has been disjointed and not very unproductive or non-existent altogether. For the most part, this is due to limited resources. With limited technical, staffing, and budgeting resources or an operational (ESRI-based) GIS for public works and utilities has become a challenge. So, even when receiving asset information from development or capital projects it becomes difficult to consolidate this data into a dependable system of record. Many small municipals either forego a GIS or settle for a simplified digital mapping system. To address this challenge, George F. Young (GFY) created our GISaaS (GIS as a Service) solution to make GIS technically and economically feasible for small municipals with limited resources and staff. In short, GISaaS is providing a local (Florida) based GIS department at a fraction of the cost compared to developing inhouse resources. GFY provides the GIS 'back-office' technical solution with resources such as servers, software, technical support, and highly experienced administration. We serve as your GIS department, so you can focus on maintaining your utility assets.

One of the most important components of a GIS is That it should always be improving; evolving as more data is discovered, as accuracies are improved, and as maintenance operations or capital improvements are constructed. Every effort to maintain, or construct assets in the field should be reflected in the GIS. This empowers the GIS as a municipal's asset inventory system of record; a reliable resource for everyone from maintenance technicians, and operations managers, to executives and administration when making critical system decisions. Keeping the GIS up to date with the physical assets is a term the industry refers to as a digital twin; creating a digital representation of real-world assets within a mapping system.

A DIGITAL TWIN IS A VIRTUAL REPRESENTATIO N OF THE REAL WORLD, INCLUDING PHYSICAL OBJECTS, PROCESSES, RELATIONSHIPS, AND BEHAVIORS, GIS CREATES DIGITAL TWINS OF THE NATURAL AND BUILT ENVIRONMENTS AND UNIQUELY INTEGRATES MANY TYPES OF DIGITAL MODELS ESRI

As a small municipality, you have a responsibility to provide and maintain public works, planning, and utilities infrastructure for your citizens. A GIS system is a valuable tool to help you manage these assets. A GIS can provide ready access to asset inventory knowledge and provides an informed visualization of these systems. This knowledge empowers municipal operations in determining the valuation of assets, planning, and preparing for aging infrastructure, and increased efficiencies in responding to system failures, annexations, and new development.

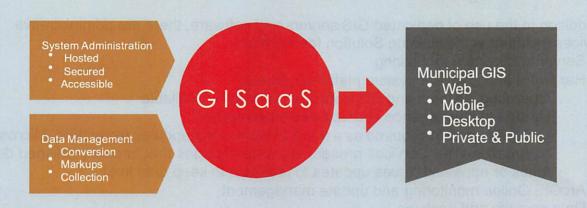
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GEORGE F YOUNG

GISaaS

GIS as a Service (GISaaS) is a unique platform of GIS services, based on the industry standard ESRI ArcGIS platform, with flexible options to suit the needs of each municipality. There are primarily three major aspects to GISaaS: GIS systems hosting/administrative services, data management services, and a fully functional GIS accessible by municipal operations, management, administration and even limited public access to improve citizen engagement.



System Administration A Hosting Solution

At the core of GISaaS is our hosting solution. Hosting is the major difference between outsourcing and in-sourcing a municipal GIS. Implementing an internal GIS involves a substantial investment in hardware, software, and technical staff. For example, the expected cost of a GIS Analyst is approximately 80k, including salary and benefits. ESRI software licensing, dedicated hardware, and support could exceed \$150k annually. This can be a real challenge for a small municipal with limited resources and staff. And, since the day-to-day maintenance and management of a small municipal GIS is not labor- intensive, maintaining a qualified technical staff becomes problematic.

Our Hosting is based on a tiered system that considers the size and complexity of the municipal. Some clients may wish to share data maintenance in-house while taking advantage of server technology-based hosting. Some clients want to focus their subject matter expertise on the utilities and assets and leave the GIS subject matter expertise to us.

Hosted hardware and software

The GISaaS hosting solution provides the following technical resources to give smaller municipals access to GIS via web and mobile maps and apps through the Esri ArcGIS Online cloud portal:

- Dedicated AWS¹ GIS server technology
- ESRI Licensed ArcGIS Server software²
- · Versioned editing capabilities to allow for multi-user editing and data integrity protection
- Published REST services to be consumed in a client's ArcGIS Online platform³.
- · Setup and management of the client ArcGIS Online platform

Hosted management services

In addition to the use of dedicated GIS servers and software, there are administrative services included in the Hosting Solution fee such as:

- · Server and system monitoring
- · Hardware and software system platform updates:
- Operating systems and GIS software updates as available
- Hardware maintenance and updates as warranted.
- GIS data updates required as a result of technology updates (when Esri, Microsoft, or Amazon Web Services present software changes that impact published data, maps or apps and forces updates to products to keep data live)
- ArcGIS Online monitoring and update management
- Data security and backups

Tiered Hosting⁴



¹ GFY builds our GIS Hosting solution on the Amazon Web Services EC2 (Elastic Compute Cloud) platform using ESRI recommended machine guidelines.

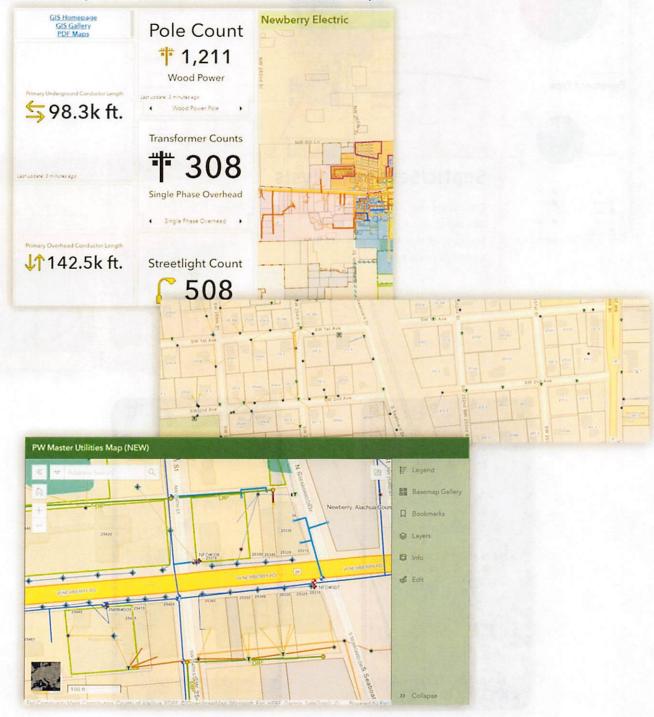
² GFY strives to stay current with the latest releases of ESRI software versions available but may lag due to timing or stability concerns

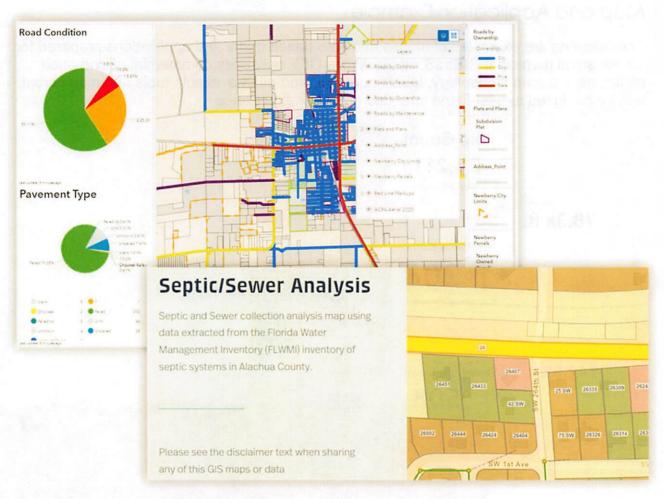
³ ArcGIS Online subscription is required. Licensing to be obtained directly from ESRI by the client.

⁴ Subject to client's needs and are subject to change mid-term as required. Base Plan renewal rates are subject to annual increase based on fluctuations in infrastructure, software, or staffing costs. Rates are fixed per annual hosting agreements not to exceed (3) years.

Map and Application Examples

The following are examples of mobile and web-based maps and applications prepared for similar small municipal GISaaS clients. While GFY only uses commercial off-the-shelf platforms, the map symbology, labeling, colors, and even available tools and map layout can be designed to best fit the intended end-user experience.









Data Maintenance

Data Maintenance consists of as-needed, time and materials tasks for the up-keep of asset GIS data or the development of additional maps, applications, or deployment options within the GIS solution. These services are typically provided on an as-needed basis and take into consideration the city's priorities, needs, and budgetary constraints. This allows the data, within the City's GIS, to develop and expand at an affordable pace. Our recommendation is to budget a specific amount as a set aside for data maintenance. This allows for better time, budget, and expectation management for these 'additional services.'

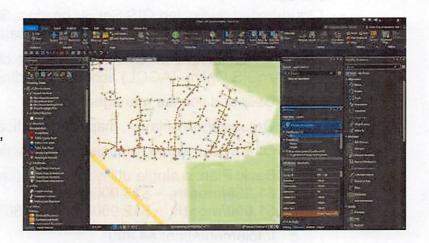
Asset Management

GIS asset data management services are 'task-based' services.

These are any tasks that are related to the development or maintenance of the GIS asset inventory data.

Data development and maintenance services may include asset inventory field data collection, data conversion, and data updates from additional data sources such as development or capital improvement plans. In short, these are task efforts centered on the upkeep of the asset inventory to keep the GIS a viable system of

record for the city.



GFY is a full-service surveying and engineering firm.
Our surveying group has extensive surveying
technologies and techniques for performing field asset
inventory data collection services. We can collect your
asset inventory needs using traditional surveying,
GPS, terrestrial scanning, hydrographic sonar,
subsurface designation, drone imagery, or direct-toGIS technology. Our CAD drafting technicians and GIS
analysts can handle most data conversion efforts from
scanned paper plans, AutoCAD or MicroStation, or
table data into a GIS inventory.

Recommendations

For Hostina

Initially, there is an implementation fee which establishes the core GIS databases, coordination and connections between the GFY GISaaS GIS servers and the town's ArcGIS Online account. Implementation may include:

- The Client's existing data model, for the utility inventory and workflow, will be implemented on our Cloud-based dedicated GIS server(s) utilizing Microsoft's SQL Server and Esri's ArcGIS Server technologies.
- Coordinating and implementing the city's ArcGIS Online (AGOL) platform. This
 includes the initial setup of AGOL for folders, categories, users, and access, and
 map and application design, including color schemes and municipal branding as
 needed.
- Cloud-based dedicated GIS Server hosting: Secured relational database, ArcGIS Server and Portal solutions, systems and data backups and security controls.
- Systems Administration: GFY will assist the city with the management of the city's ArcGIS Online (AGOL) account including:
 - o User and license management
 - o Organization of layer, map, and applications
 - o Other GIS-related administrative functions as needed.
 - Basic Plan: a single utility inventory (i.e, electric):
 \$1,250/month, ~ \$15,000/annual
 \$1,000/month, ~ \$12,000/annual 80% (FY24)
 - Implementation: \$4,800\$2,400 50%

GISaaS Hosting Plan Subscription Fee Schedule^{5,6}

Plan	Description	Units	Mont	hly Rate	Fu	Full annual		fee
Basic	Hosting	12	\$	1,000	\$	12,000	\$	12,000
Dasic	Implementation	0.50			\$	4,800	\$	2,400
Essential	Hosting		\$	2,100	\$	25,200	\$	
Essential	Implementation				\$	6,510	\$	-
Advanced	Hosting		\$	3,400	\$	40,800	\$	_
Auvanceu	Implementation				\$	11,570	\$	- 1
					S	ubscription	\$	12,000
					Imple	ementation	\$	2,400
						Total	\$	14,400

⁵ Rates shown are valid for 12-months from the date of this proposal.

⁶ Contracted annual hosting fees are valid for a maximum of (3) consecutive 1-year terms and are then subject to a plan level evaluation and our current plan rates at the time of renewal.

Recommendations For User Licensing

GFY must have access to either a pre-existing "creator" license with administrative role or one purchased by the municipal for the purpose of GFY administering ArcGIS Online, accessing published map services, developing user maps and applications, and managing user to map accessibility.

Esri AGOL User License Options

- A Creator license(s) [\$550 ea.] is required to establish an AGOL account and portal interface. At least (1) of this user will be assigned to GFY for the administration of the portal and development (creation) of maps and applications. Additional Creator license(s) can be added to provide client authorizations needed to develop or create online maps and applications.
- Editor license(s) [\$220 ea.] can be added to support client-side editing on developed web and mobile applications.
- Mobile Worker license(s) [\$385 ea.] is for those within the subscription who collect data, manage field assignments, inspect assets, survey, and share their location. Field Workers connect the field to the office using apps such as ArcGIS Collector, ArcGIS Field Maps, ArcGIS Survey123, ArcGIS Tracker, and ArcGIS Workforce for real-time data collection, tasking, and operations. Typical job titles of those with a Mobile Worker user type include maintenance foreman, field technician, and volunteer.
- Viewer license(s) [\$110 ea.] can be added to support view-only access for general departmental or administrative access to non-public GIS data, maps, or applications.
- GIS Professional Basic (ArcGIS Pro) license(s) [\$765] can also be added to provide for client-side desktop editing and ad-hoc mapping of hosted GIS data.

Esri Licensing is based on annual subscriptions. All costs are established by and paid directly to ESRI. Pricing is subject to change. For options and details: https://www.esri.com/en-us/arcgis/products/arcgis-online/buy

Recommendations for ESR Licensing

Item	Item Unit Rate				Fee
Creator (1 required)	1	\$	550.00	\$	550.00
Editor		\$	220.00	\$	
Mobile Worker		\$	385.00		
Viewer		\$	110.00	\$	
ArcGIS Pro		\$	765.00	\$	-
		Ann	ual ESRI Licensing	\$	550.00

Recommendations

For Data Management:

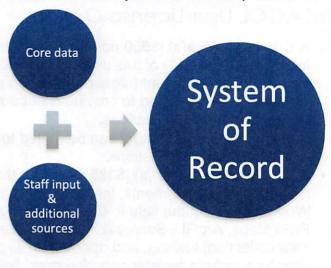
Data management and application development (next section) are the priority efforts to help the city establish its goals of developing the GIS as a **System of Record**, and a **System of Engagement** for the town's operational staff and engineers.

Establishing a System of Record

A System of Record implies that end-users of the GIS can rely on it to be complete, current,

and as accurate as serves the purposes. To accomplish this, it is prudent to involve operational end-users in the review and update process. Two significant steps will be implemented to realize this:

✓ Publish GIS map layers to the city's ArcGIS Online portal to expand the availability of this data to more staff in the field and office. Operations staff become stakeholders and increase data scrutinization to identify deficiencies and prompt revision and update.



✓ Implement 'Markup tools' within staff accessible web, and mobile applications to simplify staff input and shorten the workflow for GIS asset inventory updates.

As better sources and staff input are integrated into the GIS inventory the data becomes more trustworthy to operations staff and ultimately becomes a **system of record** for daily operations.

staff input increases user participation and gives users a stronger sense of ownership in

The City of Bushnell has an existing file-based GIS and potentially additional data sources related to the city's Electric utilities asset inventory. The current GIS is local desktop only and difficult to access and manage, and does not allow for field edits, web or desktop edits or the use of ArcGIS Online (AGOL)

Field edits

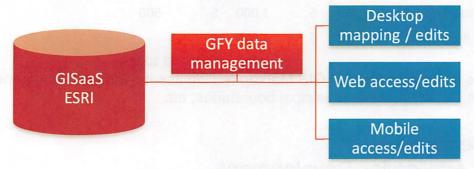


Desktop



AGOL

A recommended approach is to consolidate the existing GIS and other available data sources into a SQL database built on the latest ESRI Electric data model or the Utility Network datamodel. (To reduce initial expense, the initial implementation will not migrate data into an ESRI standard solution data model but to simply migrate the existing data model as is into the GFY Hosted server platform). GFY will host this data on our GISaaS dedicated cloud-based GIS servers with SQL Server and ArcGIS Portal technologies. Using this platform GFY will develop not only a cohesive GIS dataset but will



serve the data to web and mobile solutions integrated with the City's ArcGIS Online account⁷. Resulting in a singular and common data source with capabilities to synchronize data edits and track changes.

To achieve these recommendations GFY is proposing the following Consulting and Development services:

- a) Inventory and evaluate conversion effort for available data- sources on hand. This could include existing GIS (to be migrated into the LGIM (Local Government Information Model, or a model of choice), MicroStation/CAD digital data, spreadsheets, master plans, developer, or capital project plans, etc.
- b) Convert and migrate existing data sources into a consolidated GIS; recording data source (associate plans or data source to each relevant asset), extract and populate available feature asset attribution as available, etc.
- c) Publish GIS datasets to the GISaaS GIS servers and serve this data to the City's ArcGIS Online (AGOL) account into web-accessible maps and apps for the city to review and provide feedback with red-line markup tools.
- d) Remaining 'Data Maintenance' budget will be devoted to data updating the Electric asset inventory from available data sources, i.e., work-orders, construction plans, asbuilts, etc. and user GIS markups on the web application.

⁷ If not preexisting GFY will assist the city in purchasing the appropriate ESRI ArcGIS Online licensing and subscription.

Data development costs

Task description	Unit	Fee	Cost
Data migration			
Electric Assets	1	\$ 7,600	\$ 7,600
Wastewater		\$	\$
Water		\$ Here was	\$
Stormwater		\$ -	\$ -
Redline tools (for above)	0.5	\$ 1,000	\$ 500
General Public Data	0.0	\$ 1,000	\$
		sub-total	\$ 8,100

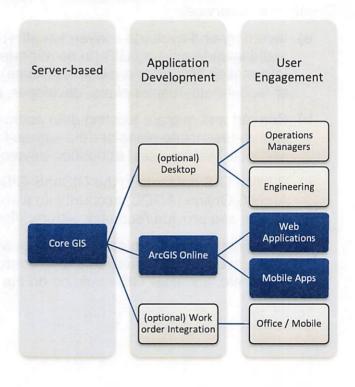
^{*} Discounts on development of GIS Markup redline assets and procuring general 'public data' such as County parcels, municipal boundaries, etc.

Recommendations

for Application Development

This is where your GIS becomes a **System of Engagement** where users within operations staff in the field and office as well as management and administration have access to mapping applications to view, edit and other wise interact with the GIS.

In addition to providing GIS systems management, and data development services GFY provides expert GIS application development services. GISaaS is completely built on commercial off-the-shelf tools and technologies available within core Esri ArcGIS solutions. Our standard deployment and application development utilizes Esri's ArcGIS Online (AGOL) to distribute userfocused web and mobile maps and applications. The development of these maps and apps involves a combination of available GIS data and coordination with the intended users. Applications are only successful if they are being used by the intended users so, it is imperative to get input and feedback from the city's operational and administrative staff to make adjustments to the applications to make them more user- friendly.



For reference (see Map and Application Examples on page 7).

- GFY will provide as-needed services to further develop and expand the deployment of GIS to enhance the availability and engagement of the GIS to city administration, operations, and to the public (limited). This may include:
 - The development of additional data layers, symbology, or labels to enhance maps.
 - The development of custom⁸ AGOL mapping applications such as Story-Maps, Dashboards, Field Maps, and user or system focused web applications, and initiative specific "HUB" sites using available templates and tools.
 - Training⁹ for end-users on the operation of desktop (ArcGIS Pro), Web (ArcGIS Online), and Mobile (Field Maps).

Application development would be performed as needed and directed by the city.

Typically, the development of a mobile map and/or web-based application, built on the core ArcGIS Online development tools runs in the neighborhood of \$2,500 each.

Application development costs

Application Development

Electric Asset Inventory	1	\$ 2,500	\$ 2,500
Electric At-a-glance dashboard	0	\$ 2,500	\$ -
?? App		\$ 2,500	\$ -
		sub-total	\$ 2,500

Additional mapping applications may be requested or recommended that are not included in this proposal.

⁸ Custom application development does not imply proprietary application development, but the development of ArcGIS Online application tools and functionality developed and customized to user preferences.

⁹ Training is **not** official or certified training but, user needs and workflow specific training to

Summary

Our goal for this proposed GIS solution is to provide and accessible GIS, via desktop, web and Mobile (as needed) that empowers administration, operations, and field technicians with vital details of the city's electric asset inventory, including the means to edit attributes and create field markups to facilitate asset inventory improvements.

Recommendation for the City of Bushnell is to begin with the above referenced Hosting plan, GIS data development, and application development. Implementation to include not only our server-side implementation but implementing the City's ArcGIS Online account for developing web and mobile accessible maps and applications.

Initial Budget consideration:

- \$15,000 "Basic" Hosting plan¹⁰ (20% Discounted to \$12,000/Yr. \$1,000/Month)
- \$4,800 implementation¹¹ (50% Discounted to **\$2,400**)
- \$8,100 in data maintenance budget¹².
- \$2,500 in application development and user training¹³
- \$25,000 Initial budget recommendation
- ADDITIONAL: \$550 direct to ESRI for Required 'Creator' license

Summary Budget Fiscal 2024:

Item	Fee	
Hosting Subscription (fixed subscription)	\$	12,000
Implementation (lump sum)	\$	2,400
Application Development (lump sum)	\$	2,500
Data Maintenance (as-needed hourly)	\$	8,100
Budget requested	\$	25,000
Esri 'Creator' Licensing (annual)	s	550

Future Budget consideration:

- \$15,000 "Basic" Hosting plan¹⁰
- \$5,000 \$20,000 Recommended budget for annual on-going data maintenance¹⁴

See Future Planning on next page.

¹⁰ Billed at \$1,250 per month.

¹¹ Estimated for each major utility implementation. Some smaller assets do not require an implementation effort.

¹² As-needed data updates. When efforts exceed budget updates will pause for additional funding.

¹³ Typically, \$2500/each for the design and development, and training of user-focused map applications on the city's AGOL account.

¹⁴ Tends to increase over time as users and data become integrated into the quality and completeness of the GIS. This is where user markups, additional data sources, and integrations into systems or workflows happen.

Future Planning for Fiscal Year 2025 and beyond

The initial effort described above will make a good dent in the efforts involved in establishing an Electric asset inventory in GIS. The intent of that effort will be to build a core GIS for Electric as a baseline for further development of the electric assets inventory, establishment of user-focused tools, workflow, and training, and a shift into developing other city asset inventories such as water and wastewater, stormwater, roads, parks, signs, lights, etc.

Some of the tasks and costs that can be expected in subsequent fiscal budget cycles could include:

FY 2025:

- Full hosting (\$15k/Year)
- Implement a Mobile asset editing solution. (\$2,500)
- Data maintenance (\$7,500)

FY 2026:

- Full Hosting (\$15k/Year)
- Implementation to migrate to an ESRI Electric data model. (\$4,800)
 or reallocate for additional apps such as an Asset inventory dashboard and apply additional funds to Data Maintenance.
- Data Maintenance (\$5,200)

FY 2027 and 2028

- Full Hosting (\$15k/Year)
- Data Maintenance \$10k/Year

Multi-year Budget Projections:

Item	FY24		FY25		FY26		FY27		FY28	
Hosting Subscription (fixed rate)	\$ 12,000	\$	15,000	\$	15,000	\$	15,000	\$	15,000	
Implementation (lump sum)	\$ 2,400	\$	-	\$	4,800	\$	1 -	\$		
Application Dev. (lump sum)	\$ 2,500	\$	2,500	\$	-	\$	-	\$	-	
Data Maintenance (as-needed hourly)	\$ 8,100	\$	7,500	\$	5,200	\$	10,000	\$	10,000	
Totals	\$ 25,000	\$	25,000	\$	25,000	\$	25,000	\$	25,000	

LETS CONNECT



GRANT RAUDENBUSH

GIS, Project Manager

Our GIS service-line is led by Grant Raudenbush, PSM, GISP. As a Licensed Surveyor, Mapper, and Certified GIS Professional, Mr. Raudenbush brings unique skills and data management perspectives to our projects. He is a seasoned project manager in developing GIS data and systems for clients in Florida. This includes designing and customizing Esri data models, including the Local Government Information Model (LGIM), the Utility Network, and client-specific data models, GIS asset inventory data collection and analysis, and web and mobile GIS solutions development and maintenance using Cloud-based servers, and integrations with ArcGIS Server, Portal, and ArcGIS Online. Mr. Raudenbush has over three decades of experience serving the GIS needs of our government clients.



813.373.8232



graudenbush@georgefyoung.com



OFFICE LOCATIONS

- St. Petersburg (Corporate Headquarters) 299
 - Dr. Martin Luther King Jr St. N St., Petersburg, Florida 33701
- Gainesville
 - 3721 NW 40th Terrace, Suite B, Gainesville, Florida 32606
- Lakewood Ranch
 - 10540 Portal Crossing, Suite 105, Lakewood Ranch, Florida 34211
- Lutz
 - 1843 Collier Parkway. Suite F, Lutz, FL 33549
- Punta Gorda
 - 525 E Olympia Ave. Suite 5, Punta Gorda, FL 33950
- Lake Wales
 - 2 North 1st Street, Suite 205 Lake Wales, Florida 33853
- Tampa
 - 1408 N. Westshore Blvd, Suite 205, Tampa, FL 33607

NEW BUSINESS

ITEM # 17

RECOMMENDATION TO AWARD BID TO ECO-2000 INC. FOR THE EMERGENCY WASTEWATER TREATMENT PLANT SBR TANK REPAIR.



City of Bushnell Bid Opening

Bid Deadline Date: 9/15/2023 Bid Time Due: 4:00 PM Bid Opening Time: 4:01 PM	Tabulation & Recommenda WWTP SBR Tank Repair REBID	tion For:
Company Name:	Bid Amt	Notes / Comments:
60-2000, Inc.	s 1,000,000.00	Local to Bushnell
Razorback LLC	\$ 1,010,000.00	
	<u>\$</u>	
	<u>\$</u>	
	\$	
	<u>\$</u>	
	\$	
	<i>\$</i>	
Recommendation: FCO-2000, J	Inc.	
approved:		
Department Head:	Date:	
City Manager: City Council:	Date:	9/25/2013

CITY OF BUSHNELL





SBR4 Tank Repair REBID

September 15, 2023 / 4:00 PM EST

COMPANY NAME	NAME	EMAIL .	PHONE NUMBER
EC8-2000, InC	Holly Rhodes	Arhodes@eassooinc.com	793-5060
	U		

SECTION 00 41 01

BID FORM

ARTICLE 1 – DEFINED TERMS

1.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions and Supplementary Conditions, if any.

ARTICLE 2 - BID RECIPIENT

2.01 This Bid is submitted to:

Christina Dixon, City Clerk 117 E Joe P. Strickland, Jr. Avenue Bushnell, Florida 33513

2.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 3 – BIDDER'S ACKNOWLEDGEMENTS

- 3.01 Bidder accepts all of the terms and conditions of the Bidding Documents including, without limitation:
 - A. those dealing with disposition of Bid security;
 - B. those included in the Supplementary Instructions to Bidders;
 - C. insurance and bonding requirements (Payment Bond and Performance Bond each equal to 100% of the total Contract Price) set forth in the General Conditions and Supplementary Conditions, if any;
 - D. Contract Times as set forth in the Agreement; and
 - E. provisions for liquidated damages as set forth in the Agreement.
- 3.02 This Bid will remain subject to acceptance for 60 days after the Bid opening or for such longer period of time that Bidder may agree to in writing upon request of Owner.

3.03 Bidder acknowledges receipt of the following Addenda.

Addendum No.	Addendum Date		
Addendum No. 1	09/08/2023		
			

3.04 Bidder acknowledges the representations and certifications included in Section 00 45 05 are made a condition of the Bid.

ARTICLE 4 - BASIS OF BID

4.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s). The method for determining award is as set forth in Section 00 21 13. Bidder must complete all items.

BID PRICES SHALL EXCLUDE SALES AND USE TAX.

1	All Work for elevation survey of tank walls before work commences and after work completed.	\$_	80,000.00
2	All Work for Subsurface remediation at SBR 4 as specified.	\$_	220,000.00
3	All Work for GPR Investigation of SBR walls prior to installation of tie rods as specified.	\$_	110,000.00
4	All Work for Installation of Tie Rods as specified.	\$_	195,000.00
5	All Work for Repair of all concrete leaks, cracks, and concrete spalling in SBR 4 as specified.	\$_	195,000.00
6	All Work for Final SBR water tightness testing and commissioning as specified.	\$_	100,000.00
7	All Work for site mobilization and demobilization, all materials and equipment, construction, and services inherent to the work as specified.	\$_	100,000.00

TO	TAL LUMP SUM BID PRICE (ITI	EMS 1 THROUGH 7)	
Oı	ne million	Dollars andOC	ents \$ 1,000,000.00
(Use	words)		(Use figures)
ART	ICLE 5 – TIME OF COMPLETIC	ON	
5.01	payment in accordance with Par	agraph 14.07 of the Gen	I will be completed and ready for final eral Conditions and Supplementary ber of calendar days indicated in the
5.01	Bidder accepts the provisions of th	e Agreement as to liquidate	d damages.
ART	ICLE 6 – ATTACHMENTS TO T	HIS BID	
6.01	The following documents are fully this Bid.	completed, submitted with	and made a part of and a condition of
	X 00 43 13 Bid Bond		
	OR Required Bid security in the fo	orm of	
	<u>Supplements</u>		
	X 00 45 05 Bidder's Representa submittals specified	tions and Certifications in	cluding required documents and
	X 00 45 13 Bidder's Qualification	ns	
	X 00 45 19 Non-collusion Affida	vit	

ARTICLE 7 - COMMUNICATIONS WITH BIDDER

7.01 Communications concerning this Bid shall be addressed to:

Name	Charlie Jones	
Title	President	
Business Address	1611 W C-48 Bushnell, FL 33513	
	**************************************	·····
Telephone No.	352-793-5060	
Facsimile No.		
Email address	cjones@eco2000inc.com	

ARTICLE 8 - BID SUBMITTAL

SUBMITTED ON:	9/15/2023	enary July
EIN/FEIN: 59-3648	3996	
8.01 This Bid is sul	omitted by:	
A Corporation		
Corporation Name:	ECO-2000, INC.	
State of incorporation:	Florida	
Type:	Licensed Contractor, Commercial Construction Services (General Business, Professional, Service, other)	
By: Name (typed or printed):	Charlie Jones Charlie Jones Charlie Jones	Paralle (1883)
Title:	President	
(CORPORATE SEAL) Attest:	Toller P. Delveler	-
	(Signature of Corporate Secretary)	Abbuming to heavy south
Business Address:	1611 W C-48 Bushnell, FL 33513	
Phone & Facsimile Nos:	352-793-5060	2.090000393008
Email address:	cjones@eco2000ine.com	
Date of qualification to do	business as out-of-state corporation: N/A	

A Limited Liability Company	(LLC)
LLC Name:	
State in which organized:	
Ву:	(Signature – attach evidence of authority to sign)
Name (typed or printed):	
Title:	
Business Address:	
Phone & Facsimile Nos:	
Email address:	
A Joint Venture	
First Joint Venturer Name:	
Ву:	
Name (typed or printed):	(Signature – attach evidence of authority to sign)
Title:	
Business Address:	• • • • • • • • • • • • • • • • • • •
Phone & Facsimile Nos:	
Email address:	

Emergency WWTP SBR Tank Repair REBID Bushnell, FL

Second Joint Venturer Name:	
Ву:	
Name (typed or printed):	(Signature – attach evidence of authority to sign)
Title:	
Business Address:	
Phone & Facsimile Nos:	
Email address:	
(Each joint venturer must sign. That is a party to the joint venture	the manner of signing for each individual, partnership, corporation and limited liability company should be in the manner indicated above.)
A Partnership	
Partnership Name:	(SEAL)
Ву:	
Name (typed or printed):	(Signature of general partner – attach evidence of authority to sign)
Business Address:	
Phone & Facsimile Nos:	
Email address:	

Emergency WWTP SBR Tank Repair REBID Bushnell, FL

An Individual	
Name (typed or printed):	
Ву:	
Doing business as:	(Individual's signature)
Business Address:	
Phone & Facsimile Nos:	
Email address:	

END OF SECTION

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

ECO-2000, Inc. 1611 West CR 48, Bushnell, FL, 33513	
SURETY (Name and Address of Principal Place of Bu	usiness):
United Fire & Casualty Company PO Box 73909, Cedar Rapids, IA, 52407-3909	
OWNER <i>(Name and Address)</i> : City of Bushnell 117 E. Joe P. Strickland Jr. Avenue, Bushnell, Fl, 33:	513
BID Bid Due Date: September 15, 2023 Description (Project Name and Include Location):	: Emergency WWTP SBR Tank Repair REBID, Bushnell, FL
BOND Bond Number: N/A Date (Not earlier than Bid due date): September 1 Penal sumFive Percent of Amount Bid	\$5%
(Words)	
BIODER ECO-2000, Inc. (Seal) Bidder's Name and Corporate Seal	SURETY United Fire & Casualty Company (Seal) Surety's Name and Corporate Seal
By: Signature	By: Krall Signature (Attach Power of Attorney)
Print Name President Title	Lisa A. Roseland Print Name Attorney-in-Fact & Florida Licensed Resident Agent Title
Attest: Theligh Shuda Signature Operations	Attest: Warlham Signature Alexis Woodham Inquiries: Witness (407) 786-7770
Title Note: Above addresses are to be used for giving any re parties, such as joint venturers, if necessary.	Title equired notice. Provide execution by any additional
EJCDC C-430 Bid Bor Prepared by the Engineers Joint C Page 1	Contract Documents Committee.

- 1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
- 2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
- 3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
- 4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
- 5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
- 6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
- 7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
- 8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
- 9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
- 10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
- 11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA CERTIFIED COPY OF POWER OF ATTORNEY

(original on file at Home Office of Company - See Certification)

Inquiries: Surety Department 118 Second Ave SE Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint

KIM E. NIV, JEFFREY W. REICH, SUSAN L. REICH, TERESA L. DURHAM, GLORIA A. RICHARDS, LISA A. ROSELAND, SONJA AMANDA FLOREE HARRIS, CHERYL A. FOLEY, ROBERT P. O'LINN, SARAH K. O'LINN, EMILY J. GOLECKI, NATHAN K. REICH, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$100,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.

The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI - Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set of forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this

24th day of January, 2023

UNITED FIRE & CASUALTY COMPANY UNITED FIRE & INDEMNITY COMPANY







FINANCIAL PACIFIC INSURANCE COMPANY

State of Iowa, County of Linn, ss:

On 24th day of January, 2023, before me personally came Dennis J. Richmann

to me known, who being by me duly sworn, did depose and say; that he resides in Cedar Rapids, State of Iowa; that he is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that he knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



Judith A. Jones Iowa Notarial Seal Commission number 173041 My Commission Expires 4/23/2024 Notary Public
My commission expires: 4/23/2024

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indenmity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.







By: Mouy A Bortsch
Assistant Secretary,
UF&C & UF&I & FPIC



Maitland, FL 407-786-7770

SECTION 00 45 05

BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

The undersigned, under the penalties of perjury, represents and certifies the following which is made a condition of the Bid.

1.01 BIDDER'S REPRESENTATIONS

- A. Bidder has examined and carefully studied the Bidding Documents and other related data identified in the Bidding Documents.
- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in Section 00 73 10 of the Supplementary Conditions Paragraph 4.02 as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Section 00 73 10 of the Supplementary Conditions Paragraph 4.06 as containing reliable "technical data."
- E. Bidder has considered the information known to Bidder; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of the Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.

- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which the Bid is submitted.

1.02 BIDDER'S CERTIFICATIONS

- A. The Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid and has not solicited or induced any individual or entity to refrain from bidding.
- C. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made
 (a) to influence the bidding process to the detriment of Owner, (b) to
 establish Bid prices at artificial non-competitive levels, or (c) to deprive
 Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
- D. Bidder will comply with the requirements of the Contract Documents, and if Bidder is awarded a Contract, agrees to incorporate applicable provisions into all subcontracts and Purchase Orders so that such provisions will be binding upon each Subcontractor or Supplier, including as a minimum, Statutory Requirements, safety and health regulations; and Wage Rate Requirements.

1.03 STATUTORY CERTIFICATIONS

- A. Bidder has not been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects such as safety, tax withholding, workers' compensation, reemployment assistance or unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years pursuant to Section 255.20 Florida Statutes, and is therefore, eligible to Bid pursuant to Section 255.20 Florida Statutes.
- B. If the Bid is \$1,000,000 or more, Bidder is not on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes, and is not on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, (effective October 1, 2016) or is not engaged in a boycott of Israel (effective October 1, 2016) or is not engaged in business operations in Cuba or Syria, and is therefore is eligible to Bid, pursuant to Section 287.135, Florida Statutes.
- C. Bidder has not been placed on the convicted vendor list, has submitted the Affidavit on Public Entity Crimes included as an attachment to this Section, and therefore is eligible to Bid pursuant to Section 287.133, Florida Statutes.
- D. Bidder has not been placed on the discriminatory vendor list, and therefore is eligible to Bid pursuant to pursuant to Section 287.134, Florida Statutes.
- E. If awarded a Contract, Bidder agrees to utilize the U.S. Department of Homeland Security's E-Verify Systems to verify the employment eligibility of all persons employed during the term of the Contract.
- F. Pursuant to Chapter 112 Florida Statutes, Bidder has disclosed with their Bid the name of any officer, director, agent, or shareholder who is also an employee of the Owner and the name of any employee of the Owner who owns, directly or indirectly, an interest of 5 percent or more in the Bidder's firm or any of its branches.

C	s. Bi	dder has	implemented	d a drug-	free work	place program.	⊠Yes	□No

1.04 FUNDING REQUIREMENTS – STATE REVOLVING LOAN FUND PROGRAM (SRF)

- A. Bidder acknowledges and agrees to comply with applicable requirements including Florida Administrative Code Chapter 62-503 (Revolving Loan Program), applicable female participation; affirmative action and equal employment opportunity provisions; the American Iron and Steel requirements of H.R. 3547 "Consolidated Appropriations Act of 2014"; The Build America, Buy America Act (BABA) requirements; the Davis Bacon Act; and other requirements set forth in Section 00 73 76 of the Bidding Documents. Disadvantaged Business Enterprise (DBE) goals are not applicable to this Project.
- B. Bidder has signed and submitted the attached CERTIFICATION OF COMPLIANCE WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUPPLEMENTARY CONDITIONS with its Bid which shall become a part thereof.

SUB	MITTED ON:	9/15/2023		
By:	Charlie Jones			
		Authorized person per l	Bid Form	

END OF SECTION

AFFIDAVIT ON PUBLIC ENTITY CRIMES

(SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES)

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1.	This sworn statement is submitted to City of Bushnell (Owner)
	by Charlie Jones, President
	(Print individual's name and title)
	for ECO-2000, INC.
	(Print name of entity submitting sworn statement)
	whose business address is 1611 W C-48 Bushnell, FL 33513
	and (if applicable) its Federal Employer Identification Number (FEIN) is 59-3648996 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn
	statement:).

- 2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- 3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- 4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The

ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- 5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- 6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **{Indicate which statement applies}**
 - X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION

287.017, <u>FLORIDA STATUTES</u> FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM. (Signature) 9/15/2023 (Date) STATE OF ____Florida COUNTY OF __Sumter PERSONALLY APPEARED BEFORE ME, the undersigned authority, Charlie Jones _who, after first being (Name of individual signing sworn by me, affixed his/her signature in the space provided above on this day of September . 2023. _day of <u>September</u>, 2023. Attest: **Notary Public** My commission expires: (2) 16 SARA MERRITT Notary Public-State of Florida Commission # GG 943186 My Commission Expires February 16, 2024 (Notary Seal)

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APPENDIX A TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUPPLEMENTARY CONDITIONS

CERTIFICATION OF COMPLIANCE WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUPPLEMENTARY CONDITIONS

This certification relates to a construction contract proposed by	City of Bushnell
	(insert the name of the Owner)
which expects to finance the proposed construction contract with Protection (which administers a State Revolving Fund loan progr grants from the United States Environmental Protection Agency) or subcontractor.	am supported in part with funds directly made available by
I certify that I have read the Florida Department of Environmental incorporate the following articles into the bid and/or contract:	Protection's Supplementary Conditions and agree to
ARTICLE 11 DEBARMENT AND SUSPENSION (EXEC ARTICLE 12 EQUAL EMPLOYMENT OPPORTUNITY (ARTICLE 13 IMMIGRATION REFORM AND CONTROI ARTICLE 14 ENVIRONMENTAL COMPLIANCE ARTICLE 15 FEDERAL LABOR STANDARDS PROVISI ARTICLE 16 AMERICAN IRON AND STEEL PROVISIONAL ARTICLE 18 BUILD AMERICA, BUY AMERICA PROV	EXECUTIVE ORDER 11246) EXCEPT NO DBE REQUIREMENTS L ACT (FLORIDA EXECUTIVE ORDER 11-116) ION ON
I agree that I will obtain identical certifications from prospective I any lower-tier construction subcontracts with a price exceeding \$ my files.	
	9/15/2023
Signature of Authorized Official)	(Date)
Charlie Jones, President	
(Name and Title of Authorized Official [Print or Type])
ECO-2000, INC.	
(Name of Prospective Construction Contractor or Sul	ocontractor [Print or Type])
1611 W C-48 Bushnell, FL 33513	
(Address and Telephone Number of Prospective Construction Con	ntractor or Subcontractor [Print or Type])
59-3648996	
(Employer Identification Number of Prospective Construction	n Contractor or Subcontractor)

SECTION 00 45 13

BIDDER'S QUALIFICATIONS

The following data, statements of experience, personnel, equipment and general qualifications are submitted as a part of the Bid and the Bidder represents and guarantees the truthfulness and accuracy thereof and its ability to meet the qualifications requirements specified in Section 01 43 05 and the Specifications. Attach additional sheets as necessary properly cross referenced.

1.01	GENERAL						
	A .	Bidder's organization is a Florida Profit Corporation					
		(entity type) and has been in business continuously from the year 6/5/2000					
	В.	Bidder has operated under the same business name and organization structure for the last 5 years on at least 5 projects					
	C.	If no, indicate other business names:					
	D.	Bidder's organization has had experience in construction comparable to that required by the Contract Documents as a <u>prime</u> contractor for <u>23</u> years and as a <u>subcontractor</u> for <u>years</u> .					

Emergency WWTP SBR Tank Repair REBID Bushnell, FL

1.02 BIDDER EXPERIENCE

A. Identify at least 5 projects with a total value in excess of \$500,000 in the state the Project is located completed within the past 10 years which are similar in type, character, physical size, and complexity to that required by the Contract Documents.

Client/Owner Name/Address	Project Name/Location	CURRENT Contact Name, Phone, Email	Contract Value	Time Period
City of Minneola	Water Distribution System Improvements Areas 2 & 3	Fred Miller, 352-394-3598 ext.301		200/240 days
800 N. US HWY 27 Minneola ,FL 34715	Minneola, FL 34715	fmiller@minneola.us	\$1,592,668.92	
Citrus County	Mason Creek Force Main	Jeanette Smith, 352-527-7649	#1.041.01C.00	306 days
3600 W. Sovereign Path Lecanto, FL 34461	Section 31, Township 19 South, Range 17 East	Jeanette.smith@citrusbocc.com	\$1,041,916.00	
Utilties, Inc. of Florida	Crystal Lake WM Replacement	Domenic Gentilucci	\$1,527,817.00	360 days
200 Weathersfield Ave Altamonte Springs, FL 32714	Sanford, FL	Domenic.Gentilucci@sunshinewater	com	
Utilties, Inc. of Florida	Phillips WM Replacement	Domenie Gentilucci	\$1,149,838,00	300 days
200 Weathersfield Ave Altamonte Springs, FL 32714	Sanford, FL	Domenie.Gentilucei@sunshinewater.c		300 way 3
City of Minneola	Turnpike Utility Modifications	Fred Miller, 352-394-3598 ext.301	\$338,960.25	
800 N. US HWY 27 Minneola ,FL 34715	Minneola, FL 34715	fmiller@minneola.us	#330 ₁ 200.83	90/120 days

- B. Submit detailed information for each person or firm evidencing qualifications and experience and ability to meet the requirements specified for the following.
 - 1. SBR Tank Repair
 - a. Installer Qualifications: experienced installer that has specialized in concrete and geotechnical repair as shown in drawings for at least 5 years.

L.R.E. Foundation Repair, Inc. www.LREGSI.com

C. Identify at least 5 projects completed within the last 10 years that included similar concrete and geotechnical repair of wastewater treatment.

Client/Owner Name/Address	Project Name/Location	CURRENT Contact Name, Phone, Email	mgd	Time Period
	_			

BIDDER'S QUALIFICATIONS 99 45 13-4

WOODARD & CURRAN

1.03 CURRENT LICENSES

B. Indicate Bidder and Subcontractor(s) current licenses including design professionals and surveyors.

Name	State	Туре	License number
Charlie A. Jones	Florida	Class C Wastewater Treatment Operator	0007205
Charlie A. Jones	Florida	Class C Drinking Water Treatment Operator	0006631
Charlie A. Jones	Florida	Underground Utility & Excavation	CUC1224287
Charlie A. Jones	Florida	Backflow Prevention Tester	L05-2210066
andre entre de la constante de			

1.04 PERSONNEL

- A. Identify supervisory personnel that are currently employed by the Bidder and available for assignment to the Project (project manager, superintendents, principal foremen and engineers).
 - 1. Identify full-time on-site superintendent in responsible charge of the Work with at least 10 years' experience as superintendent on comparable projects.
 - 2. Identify project manager assigned full-time with at least 10 years' experience as project manager on comparable projects.

Name	Title	Years of Experience
Charlie A. Jones	Full time, on-Site Superintendent	30
	Full time Project Manager assigned	
		

B. Attach detailed resumes of qualifications, previous employers and experience for each supervisory staff listed above.

Charlie Jones has over 30 years experience in operating wastewater facilities and performing numerous new installations and repairs for federal government, the State of Florida, private utility companies, and cities. Notable wastewater facilities included but not limited to Cape Canaveral Space Station Wastewater and Water Treatment Facilities, City of Coleman Water Treatment Facility, City of Tampa Wastewater Treatment Facility, Marion County Utilities Wastewater and Water Treatment Facilities, Sumter County Schools Water and Wastewater Systems, and Sunshine Water Services Wastewater and Water Treatment Facilities.

1.05 PROPOSED DESIGN PROFESSIONALS AND SURVEYORS

A. The following design professionals and surveyors are to be employed or retained by the Bidder and available for assignment to the Project.

Name	Address	Area of Responsibility	Years of Experience
On the Mark Surveying	143 Meadow Blvd Sanford, FL 32771	Survey	11

B. Attach detailed resumes of qualifications, previous employers and experience for each design professional and surveyor listed above.

On The Mark Surveying, LLC was founded by Corey A. Hopkins, PSM. Our team of highly experienced professionals and survey technicians proudly serve clients, like you, throughout the state of Florida. The OTM team has had the opportunity to work on a wide variety of surveying projects and we bring this experience to your projects. We have worked on heavy construction projects valued at hundreds of millions of dollars, large scale private development, and roadway construction of all types. OTM always puts quality first and has a reputation of doing what it takes to make sure our work is accurate and complete. We pride ourselves on the level of accuracy we provide you. That's why we call ourselves "On The Mark."

A few recent projects OTM has been involved with:

Orlando Regional Medical Center Expansion - Deep foundation construction layout and as-builts. Sago Cay - Land development surveys, ALTA surveys and subdivision platting. Casa Mirella - Multi-family construction, building control, as-built surveys and final ALTA survey. Frontage Road - Roadway realignment project.

1.06 EMERGENCY RESPONSE CAPABILITIES

A. Describe Bidder's 24 hour/7 days per week emergency response and communication capabilities. Attach additional documentation as necessary.

Charlie Jones; 352-303-0971; Resides in Bushnell, FL and available to be on-call 24/7 in case
of emergency with local crew to assist

1.08 EQUIPMENT

A. Identify equipment available for use on the Project. Indicate whether owned by Bidder's organization or rented. Attach additional sheets as necessary.

Type of Equipment	Size or Capacity	Owned or Rented
Crane	20 ton	Rented
Skid Steer	5,745 lbs	Owned
Front End Loader	9,458 lbs	Owned
Excavator	11375 lbs	Owned
Excavator	Up to 12,000 lbs	Owned
·		
	1	J

1.09 BUSINESS INTERESTS

A. Identify the names and addresses of the members of the Board of Directors of corporation, or the names and addresses of all persons and parties interested in this Bid as partners of a partnership or as individuals. Attach additional sheets as necessary.

Name	Address	Telephone No.
Charlie Jones	1611 W C-48 Bushnell, FL 33513	352-793-5060

B. Identify the bank or banks representing the financial responsibility of the Bidder.

Name of Bank	Address	Contact Name and Telephone No.
Regions Bank	802 N Main St Bushnell, FL 33513	Vicki Listerbarger 352-854-4160
 		

1.10 VIOLATIONS

A. Following is a list of violations Bidder and its main Subcontractors have received or been the subject of, or otherwise been involved in, regarding any state or local ethic laws, regulation, code, ordinance, policy, or standard, or offenses arising out of submission of bids or the performance of work on public works projects or contracts over the last 10 years. Attach additional sheets as necessary.

Name and Location of the Project	N/A
Nature of the Violation/Offense	
Duration and dates during which the violation/offense took place	
Name and Location of the Project	
Nature of the Violation/Offense	
Duration and dates during which the violation/offense took place	
Name and Location of the Project	
Nature of the Violation/Offense	
Duration and dates during which the violation/offense took place	

1.11 LABOR DISPUTES

A. Identify labor disputes the Bidder has been the subject of, or otherwise been involved in, during the last 10 years. For these purposes, "labor disputes" shall include picketing or any other activity which disrupted or delayed the work. Attach additional sheets as necessary.

Name and Location of the Project	N/A
Nature of the Dispute	
Duration and dates during which the dispute took place	
How the dispute was resolved	
Name and Location of the Project	
Nature of the Dispute	
Duration and dates during which the dispute took place	
How the dispute was resolved	

END OF SECTION

SECTION 00 45 19

NON-COLLUSION AFFIDAVIT

Charlie Jones		duly	sworn,
depose and, under the penalty of perjury, say that the following is true:		•	

- 1. I am the person responsible within my firm for the final decision as to the price(s) and amount of this Bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on the behalf of my firm.
- 2. The price(s) and amount of this Bid have been arrived at independently, without collusion, consultation, communication, or agreement for the purpose of restricting competition with any other contractor, competitor, Bidder, or potential Bidder.
- 3. Unless otherwise required by law, neither the price(s) nor the amount of this Bid have been disclosed to any other firm or person who is a Bidder, competitor, or potential Bidder on the Project, and will not be so disclosed either directly or indirectly prior to Bid opening.
- 4. No attempt has been made or will be made to solicit, cause, or induce any firm, partnership, corporation, or person to submit or not submit a Bid on this Project, or to submit a Bid higher than the Bid of this firm, or submit an intentionally high or noncompetitive Bid or other form of complementary Bid, or for the purpose of restricting competition.
- 5. The Bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary Bid.
- 6. My firm has not offered or entered into a subcontracting agreement regarding the purchase of materials or services from any firm or person, or offered, promised, or paid cash or anything of value to any firm or person, whether in connection with this or any other Project, in consideration for an agreement or promise by any firm or person to refrain from proposing or to submit a complementary Bid on the Project.
- 7. My firm has not accepted nor been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for my firm's submitting a complementary Bid or agreeing to do so, on the Project.

8. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval, or submission of my firm's Bid on the Project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act, or other conduct inconsistent with any of the statements and representations made in this affidavit.

ECO-2000, INC.	
Company Name	not son
Signature	o postav
President	
Company Position	engul :
Date: 9/15/2023	
Attest: Thelyn, Bluder	op at
Date: 9/15/2023	

END OF SECTION



Addendum No. 1 City of Bushnell Emergency WWTP SBR Tank Repair REBID

To: All Plan Holders for the above referenced project

From: City of Bushnell, Morgan Wilson (mwilson@cityofbushnellfl.com or 352-569-2402)

Date: September 8, 2023

RE: Addendum No. 1 - Questions & Answers - Emergency WWTP SBR Tank Repair REBID

Addendum No. 1: Questions & Answers

1. Can you please confirm the location address for the above referenced project?

I could not find anything in the drawings or the bid documents. I found the below address on the City of Bushnell website.

Wastewater Facility 601 E. Seminole Avenue Bushnell, FL 33513

Answer: The WWTP is located at County Road 529, Lake Panasoffkee, FL. Please see screenshot of map, below.



Please Acknowledge Receipt of Addendum No. 1:

Bidder's Signature

Date



State of Florida

Department of Environmental Protection

OPERATOR CERTIFICATION PROGRAM 2600 BLAIR STONE ROAD, M.S. 3506 TALLAHASSEE, FLORIDA 32399-2400 (850)245-7500

CHARLES A JONES 1611 WEST CR-48 BUSHNELL, FL 33513

State of Florida Department of Environmental Protection

LICENSE NO.: 0007205 DATE ISSUED: 04/11/2023

CLASS C WASTEWATER TREATMENT

CHARLES A JONES

IS LICENSED UNDER PROVISIONS OF CHAPTER 403, FLORIDA STATUTES

VALID UNTIL: 04/30/2025

State of Florida Department of Environmental Protection

ISSUED: 04/11/2023

LICENSE NO.: 0007205

THE CLASS C WASTEWATER TREATMENT OPERATOR NAMED BELOW IS LICENSED UNDER THE PROVISIONS OF CHAPTER 403, FLORIDA STATUTES.

VALID UNTIL: 04/30/2025

CHARLES A JONES

RON DESANTIS

SHAWN HAMILTON

GOVERNOR DISPLAY IS REQUIRED BY LAW

SECRETARY



State of Florida

Department of Environmental Protection

OPERATOR CERTIFICATION PROGRAM 2600 BLAIR STONE ROAD, M.S. 3506 TALLAHASSEE, FLORIDA 32399-2400 (850)245-7500

CHARLES A JONES 1611 WEST CR-48 BUSHNELL, FL 33513

State of Florida Department of Environmental Protection

LICENSE NO.: 0006631 DATE ISSUED: 04/11/2023
CLASS C DRINKING WATER TREATMENT

IS LICENSED UNDER PROVISIONS OF CHAPTER 403, FLORIDA STATUTES

VALID UNTIL: 04/30/2025

CHARLES A JONES

State of Florida Department of Environmental Protection

ISSUED: 04/11/2023

LICENSE NO.: 0006631

THE CLASS C DRINKING WATER TREATMENT OPERATOR NAMED BELOW IS LICENSED UNDER THE PROVISIONS OF CHAPTER 403, FLORIDA STATUTES.

VALID UNTIL: 04/30.7025

CHARLES A JONES

RON DESANTIS

SHAWN HAMILTON

DISPLAY IS REQUIRED BY LAW

SECRETARY

Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE UNDERGROUND UTILITY & EXCAVATION CO HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

JONES, CHARLIE A

ECO 2000 INC P O BOX 2275 BUSHNELL FL 33513

LICENSE NUMBER: CUC1224287

EXPIRATION DATE: AUGUST 31, 2024

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Center for Training, Research and Education for Environmental Occupations

Certifies that

Charlie A. Jones

has successfully completed the examinations for

Backflow Prevention Tester Recertification

Backflore

Prevention

Centific Tester

May 02-03, 2022

Certificate of Completion

Florida Section
Regay kuigua

Date issued: 05/03/2022 FBPR Construction
Certificate No:L05-22-10066
Expiration: 05/31/2024 Classroom Hours
Operator Certification Program
Course#: 04231017 FPBE Provider #0
CEU's:

FBPR Construction Licensing Board Sponsor No.: 0000995 Classroom Hours: 7 Course #0000710 FPBE Provider #0004021 30.0 CHE

Andrew Campbell, Director

1.2

University of Florida TREEO Center - 3900 SW 63 Blvd Gainesville FL 32608-3800 - 352.392.9570 - train@treeo.ufl.edu - www.treeo.ufl.edu

SECTION 00 41 01

BID FORM

ARTICLE 1 – DEFINED TERMS

1.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions and Supplementary Conditions, if any.

ARTICLE 2 – BID RECIPIENT

2.01 This Bid is submitted to:

Christina Dixon, City Clerk 117 E Joe P. Strickland, Jr. Avenue Bushnell, Florida 33513

2.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 3 – BIDDER'S ACKNOWLEDGEMENTS

- 3.01 Bidder accepts all of the terms and conditions of the Bidding Documents including, without limitation:
 - A. those dealing with disposition of Bid security;
 - B. those included in the Supplementary Instructions to Bidders;
 - C. insurance and bonding requirements (Payment Bond and Performance Bond each equal to 100% of the total Contract Price) set forth in the General Conditions and Supplementary Conditions, if any;
 - D. Contract Times as set forth in the Agreement; and
 - E. provisions for liquidated damages as set forth in the Agreement.
- 3.02 This Bid will remain subject to acceptance for 60 days after the Bid opening or for such longer period of time that Bidder may agree to in writing upon request of Owner.

0232677.02 / CWSRF #60045 Issue Date: August 2023

3.03 Bidder acknowledges receipt of the following Addenda.

Addendum No.	Addendum Date
1	09/08/23

3.04 Bidder acknowledges the representations and certifications included in Section 00 45 05 are made a condition of the Bid.

ARTICLE 4 - BASIS OF BID

4.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s). The method for determining award is as set forth in Section 00 21 13. Bidder must complete all items.

BID PRICES SHALL EXCLUDE SALES AND USE TAX.

1	All Work for elevation survey of tank walls before work commences and after work completed.	<u>\$ 12,000</u>
2	All Work for Subsurface remediation at SBR 4 as specified.	\$_303,000
3	All Work for GPR Investigation of SBR walls prior to installation of tie rods as specified.	\$_9,000
4	All Work for Installation of Tie Rods as specified.	<u>\$</u> 320,000
5	All Work for Repair of all concrete leaks, cracks, and concrete spalling in SBR 4 as specified.	\$ <u>298,000</u>
6	All Work for Final SBR water tightness testing and commissioning as specified.	<u>\$ 18,000</u>
7	All Work for site mobilization and demobilization, all materials and equipment, construction, and services inherent to the work as specified.	<u>\$ 50,000</u>

	FAL LUMP SUM BID PRICE (IT e Million Ten Thousand	EMS I THROUGH 7)		
		Dollars and ⁰	Cents	\$ 1,010,000
(Use	words)			(Use figures)
ART	ICLE 5 – TIME OF COMPLETIO	ON		
5.01	Bidder agrees that the Work will be payment in accordance with Pa Conditions, if any, on or before the Agreement.	ragraph 14.07 of the C	General (Conditions and Supplementary
5.01	Bidder accepts the provisions of the	ne Agreement as to liquid	lated dan	nages.
ART	ICLE 6 – ATTACHMENTS TO T	THIS BID		
6.01	The following documents are fully this Bid.	y completed, submitted v	vith and r	nade a part of and a condition of
	✓ 00 43 13 Bid BondOR□ Required Bid security in the formula	orm of		
	Supplements			
	✓ 00 45 05 Bidder's Representation submittals specified	ations and Certifications	s includi	ng required documents and
		ns		
		avit		

ARTICLE 7 - COMMUNICATIONS WITH BIDDER

7.01 Communications concerning this Bid shall be addressed to:

Name	Anthony Houllis	
Title	MGRM	
Business Address	177 Anclote Road	
	Tarpon Springs, FL 34689	
Telephone No.	(727) 938-9500	
Facsimile No.	N/A	
Email address	ANTHONY@RAZORBACKLLC.COM	

ARTICLE 8 - BID SUBMITTAL

SUBMITTED ON:	09/15/2023
EIN/FEIN: 26-3447	
EIN/FEIN: 20-3447	303
8.01 This Bid is su	bmitted by:
A Corporation	
Corporation Name:	N/A
State of incorporation:	N/A
Туре:	N/A
	(General Business, Professional, Service, other)
By:	N/A
Name (typed or printed):	(Signature – attach evidence of authority to sign) N/A
Title:	N/A
(CORPORATE SEAL) Attest:	_N/A
	(Signature of Corporate Secretary)
Business Address:	N/A
Phone & Facsimile Nos:	N/A
Email address:	<u>N/A</u>
Date of qualification to de	business as out-of-state corporation:

0232677.02 / CWSRF #60045 Issue Date: August 2023

A Limited Liability Comp	pany (LLC)			
LLC Name: Razo	rback LLC			
State in which organized:	Florida			
By:	(Signature – attach evidence of authority to sign)	ZT VERSE		
Name (typed or printed):	Anthony Houllis	habitation habitation,		
Title:	MGRM	all surjus		
Business Address:	177 Anclote Road	Told .		
	Tarpon Springs, FL 34689			
Phone & Facsimile Nos:	(727) 938-9500			
Email address:	ANTHONY@RAZORBACKLLC.COM			
A Joint Venture				
First Joint Venturer Name:	N/A	divi		
By:	N/A	Andrew Comment		
Name (typed or printed):	(Signature – attach evidence of authority to sign) N/A			
Title:	N/A	Harris Harris		
Business Address:	N/A			
		ACTUAL TOWNS OF A TOTAL OF STREET		
Phone & Facsimile Nos:	N/A			
Email address:	N/A			

0232677.02 / CWSRF #60045 Issue Date: August 2023

Emergency WWTP SBR Tank Repair REBID Bushnell, FL

Second Joint Venturer Nan	ne:	N/A	
By: Name (<i>typed or printed</i>):	N/A	(Signature – attach evidence of authority to sign)	
Title:	N/A		
Business Address:		N/A	
Phone & Facsimile Nos:	N/A		
Email address:	N/A		
(Each joint venturer must s that is a party to the joint ve	ign. The enture sho	manner of signing for each individual, partnership, corporation and limited lia ould be in the manner indicated above.)	bility company
A Partnership			
Partnership Name:	N/A		(SEAL)
Ву:	N/A		
Name (typed or printed):	N/A	(Signature of general partner – attach evidence of authority to sign)	
Business Address:		N/A	
Phone & Facsimile Nos:	<u>N/A</u>		
Email address:	N/A		

Emergency WWTP SBR Tank Repair REBID Bushnell, FL

0232677.02 / CWSRF #60045 Issue Date: August 2023

An Individual		
Name (typed or printed):	N/A	
ву: N/A_		
Doing business as:	N/A	(Individual's signature)
Business Address:	N/A	
Phone & Facsimile Nos:	N/A	
Email address:	N/A	

END OF SECTION

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address): Razorback LLC

177 Anclote Road Tarpon Springs, FL 34689

SURETY (Name and Address of Principal Place of Bit The Gray Insurance Company 1225 West Causeway Approach Mandeville, LA 70471 (PO Box 6202, Metairie, LA 70009-6202)	isiness):
OWNER (Name and Address): City of Bushnell, Florida 117 E. Joe P. Strickland Jr. Avenue Bushnell, FL 33513	
BID Bid Due Date: September 15, 2023 Description (Project Name and Include Location) Emergency WWTP SBR Tank Repair REBID, Bush BOND Bond Number: N/A Date (Not earlier than Bid due date): September 15, 2023	nnell, FL
Penal sum Five Percent of Amount Bid	\$5%
(Words)	(Figures)
Surety and Bidder, intending to be legally bound herebed Bid Bond to be duly executed by an authorized officer BIDDER Razorback LLC (Seal) Bidder's Name and Corporate Seal By: Signature ANTHONY HOULLS	SURETY The Gray Insurance Company Surety's Name and Corporate Seal By: Signature (Attach Power of Attorney) Jeffrey W. Reich
Print Name MGRM Title	Print Name Attorney-In-Fact & FL Licensed Resident Agent Title Inquiries: 407-786-7770
Attest: Signature Title	Attest: Debbie Pedemonti Witness Title
Note: Above addresses are to be used for giving any re	equired notice. Frovide execution by any duditional
parties, such as joint venturers, if necessary. EJCDC C-430 Bid Bo	nd (Panal Sum Form)
Prepared by the Engineers Joint	

- 1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
- 2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
- 3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
- 4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
- 5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
- 6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
- 7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
- 8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
- 9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
- 10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
- 11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

THE GRAY INSURANCE COMPANY THE GRAY CASUALTY & SURETY COMPANY

GENERAL POWER OF ATTORNEY

Bond Number: N/A

Principal: Razorback LLC

Project: Project No. 0232677.02, CWSRF #60045, Emergency WWTP SBR Tank Repair REBID, Bushnell, FL

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: Susan L. Reich, Jeffrey W. Reich, Kim E. Niv, Teresa L. Durham, Cheryl A. Foley, Gloria A. Richards, Robert P. O'Linn, Sarah K. O'Linn, Lisa A. Roseland, and Emily J. Golecki of Maitland, Florida jointly and severally on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.

SEAL By:

Michael T. Gray
President

The Gray Insurance Company

Cullen S. Piske
President
The Gray Casualty & Surety Company



State of Louisiana

Parish of Jefferson

On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican Notary Public Notary ID No. 92653 Orleans Parish, Louisiana

Leigh Anne Henican Notary Public, Parish of Orleans State of Louisiana My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 15th day of September , 2023 .

Mark Mangano

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 15th day of September , 2023 ...

Leigh Jume Henican





SECTION 00 45 05

BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

The undersigned, under the penalties of perjury, represents and certifies the following which is made a condition of the Bid.

1.01 BIDDER'S REPRESENTATIONS

- A. Bidder has examined and carefully studied the Bidding Documents and other related data identified in the Bidding Documents.
- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in Section 00 73 10 of the Supplementary Conditions Paragraph 4.02 as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Section 00 73 10 of the Supplementary Conditions Paragraph 4.06 as containing reliable "technical data."
- E. Bidder has considered the information known to Bidder; information and observations obtained from visits to the Site; the Bidding Documents; and the Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents; and (3) Bidder's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph E above, Bidder does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of the Bid for performance of the Work at the price(s) bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.

- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which the Bid is submitted.

1.02 BIDDER'S CERTIFICATIONS

- A. The Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid and has not solicited or induced any individual or entity to refrain from bidding.
- C. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made
 (a) to influence the bidding process to the detriment of Owner, (b) to
 establish Bid prices at artificial non-competitive levels, or (c) to deprive
 Owner of the benefits of free and open competition;
 - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.
- D. Bidder will comply with the requirements of the Contract Documents, and if Bidder is awarded a Contract, agrees to incorporate applicable provisions into all subcontracts and Purchase Orders so that such provisions will be binding upon each Subcontractor or Supplier, including as a minimum, Statutory Requirements, safety and health regulations; and Wage Rate Requirements.

1.03 STATUTORY CERTIFICATIONS

A. Bidder has not been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects such as safety, tax withholding, workers' compensation, reemployment assistance or unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past 5 years pursuant to Section 255.20 Florida Statutes, and is therefore, eligible to Bid pursuant to Section 255.20 Florida Statutes.

Boom Lift

- B. If the Bid is \$1,000,000 or more, Bidder is not on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes, and is not on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, (effective October 1, 2016) or is not engaged in a boycott of Israel (effective October 1, 2016) or is not engaged in business operations in Cuba or Syria, and is therefore is eligible to Bid, pursuant to Section 287.135, Florida Statutes.
- C. Bidder has not been placed on the convicted vendor list, has submitted the Affidavit on Public Entity Crimes included as an attachment to this Section, and therefore is eligible to Bid pursuant to Section 287.133, Florida Statutes.
- D. Bidder has not been placed on the discriminatory vendor list, and therefore is eligible to Bid pursuant to pursuant to Section 287.134, Florida Statutes.
- E. If awarded a Contract, Bidder agrees to utilize the U.S. Department of Homeland Security's E-Verify Systems to verify the employment eligibility of all persons employed during the term of the Contract.
- F. Pursuant to Chapter 112 Florida Statutes, Bidder has disclosed with their Bid the name of any officer, director, agent, or shareholder who is also an employee of the Owner and the name of any employee of the Owner who owns, directly or indirectly, an interest of 5 percent or more in the Bidder's firm or any of its branches.

G.	Bidder has implemented a drug-free workplace program.	⊠ Yes	□No
		•	

FUNDING REOUIREMENTS - STATE REVOLVING LOAN FUND PROGRAM (SRF)

- Bidder acknowledges and agrees to comply with applicable requirements including Florida Administrative Code Chapter 62-503 (Revolving Loan Program), applicable female participation; affirmative action and equal employment opportunity provisions; the American Iron and Steel requirements of H.R. 3547 "Consolidated Appropriations Act of 2014"; The Build America, Buy America Act (BABA) requirements; the Davis Bacon Act; and other requirements set forth in Section 00 73 76 of the Bidding Documents. Disadvantaged Business Enterprise (DBE) goals are not applicable to this Project.
- B. Bidder has signed and submitted the attached CERTIFICATION OF COMPLIANCE WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUPPLEMENTARY CONDITIONS with its Bid which shall become a part thereof.

SUBMITTED ON: 09/13/23

By: Anthony Houllis

Authorized person per Bid Form

END OF SECTION

AFFIDAVIT ON PUBLIC ENTITY CRIMES

(SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES)

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1.

This sworn statement is submitted to <u>City of Bushnell</u> by Anthony Houllis, MGRM
(Print individual's name and title)
for Razorback LLC
(Print name of entity submitting sworn statement)
whose business address is 177 Anclote Road, Tarpon Springs, FL 34689
and (if applicable) its Federal Employer Identification Number (FEIN) is
26-3447303 (If the entity has no FEIN, include the Social Security Number of
the individual signing this sworn
statement:).

- 2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- 3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- 4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The

ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- 5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- 6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **{Indicate which statement applies}**

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **{Attach a copy of the final order)**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION

	RIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE NOONTAINED IN THIS FORM.
4	UHC
(Signat	ure)
09/13/	/2023 (Date)
STATE	OF <u>Florida</u>
COUNT	Y OF <u>Pinellas</u>
Antho (Name	NALLY APPEARED BEFORE ME, the undersigned authority NALLY APPEARED BEFORE ME, the undersigned authority who, after first being of individual signing
sworn 13th	by me, affixed his/her signature in the space provided above on this day of September , 2023. Attest: Attest:
	Notary Public
	My commission expires:
	(Notary Seal) Heather B. Stamas Comm.: HH 384863 Expires: July 10, 2027

Notary Public - State of Florida

APPENDIX A TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUPPLEMENTARY CONDITIONS

CERTIFICATION OF COMPLIANCE WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION SUPPLEMENTARY CONDITIONS

This certification relates to a construction contract proposed by	City of Bushnell
noithes a contrast, compete up a contrastifica-	(insert the name of the Owner)
which expects to finance the proposed construction contract with Protection (which administers a State Revolving Fund loan progrants from the United States Environmental Protection Agency) or subcontractor.	ram supported in part with funds directly made available by
I certify that I have read the Florida Department of Environmenta incorporate the following articles into the bid and/or contract:	l Protection's Supplementary Conditions and agree to
ARTICLE 11 DEBARMENT AND SUSPENSION (EXEC ARTICLE 12 EQUAL EMPLOYMENT OPPORTUNITY (ARTICLE 13 IMMIGRATION REFORM AND CONTRO ARTICLE 14 ENVIRONMENTAL COMPLIANCE ARTICLE 15 FEDERAL LABOR STANDARDS PROVIS ARTICLE 16 AMERICAN IRON AND STEEL PROVISIONAL ARTICLE 18 BUILD AMERICA, BUY AMERICA PROV	(EXECUTIVE ORDER 11246) EXCEPT NO DBE REQUIREMENT L ACT (FLORIDA EXECUTIVE ORDER 11-116) ION ON
I agree that I will obtain identical certifications from prospective any lower-tier construction subcontracts with a price exceeding \$ my files.	\$2,000. I also agree that I will retain such certifications in
STAC	09/13/2023
(Signature of Authorized Official)	(Date)
Anthony Houllis, MGRN	
(Name and Title of Authorized Official	
Razorback LLC	
(Name of Prospective Construction Contractor or Sul	bcontractor [Print or Type])
477.4	0001 (707) 000 0500
177 Anclote Road, Tarpon Springs, FL 34 (Address and Telephone Number of Prospective Construction Co	ontractor or Subcontractor [Print or Type])
26-3447303	
(Employer Identification Number of Prospective Constructio	n Contractor or Subcontractor)

0232677.02 / CWSRF #60045 Issue Date: August 2023

1.01

SECTION 00 45 13

BIDDER'S QUALIFICATIONS

The following data, statements of experience, personnel, equipment and general qualifications are submitted as a part of the Bid and the Bidder represents and guarantees the truthfulness and accuracy thereof and its ability to meet the qualifications requirements specified in Section 01 43 05 and the Specifications. Attach additional sheets as necessary properly cross referenced.

GEN	NERAL
A.	Bidder's organization is a <u>Limited Liability Company</u> (entity type) and has been in business continuously from the year 2008
B.	Bidder has operated under the same business name and organization structure for the last 5 years on at least 5 projects
C.	If no, indicate other business names:
D.	Bidder's organization has had experience in construction comparable to that required by the Contract Documents as a <u>prime</u> contractor for 14+ years and as a <u>subcontractor</u> for 14+ years.

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1.02 BIDDER EXPERIENCE

A. Identify at least 5 projects with a total value in excess of \$500,000 in the state the Project is located completed within the past 10 years which are similar in type, character, physical size, and complexity to that required by the Contract Documents.

Client/Owner Name/Address	Project Name/Location	CURRENT Contact Name, Phone, Email	Contract Value	Time Period	
City of West Palm Beach	Master Water Storage Tank Cleaning & Repair Services	Sandra Feliciano	\$520,155.16 05/28/19-ongoing Ter		
1009 Banyan Blvd West Palm Beach, FL 33401	Water Treatment Plant 700 N Australian Ave West Palm Beach, FL 33401	(561) 718-7900 Sfeliciano@wpb.org			
City of Plantation	Surface Preparation & Coating Systems for City's WWTP Buildings	Brett Miller	\$796,700 10/14/19-07/03/20		
400 NW 73rd Avenue Plantation, FL 33317	3 WTP Central, East, and Regional WTP in City of Plantation	(954) 326-7634 Bmiller@plantation.org			
National Park Service	Rehabilitate Everglades Flamingo Wastewater Treatment Plant	William Vazquez	\$805,500 09/01/20-02/01/2		
40001 SR 9336 Homestead, FL 33034	Everglades National Park, 38 Miles SW from Main Park entrance in Flamingo area	(305) 242-7793 William_vasquez@nps.gov			
Town of Jupiter	Utilities Painting Maintenance Continuing Services	Amanda Barnes	\$1,425,000	11/04/20-ongoing Term	
Town Hall 210 Military Trail Jupiter, FL 33458	Multiple Locations	(561) 741-2537 Amandab@jupiter.fl.us			
City of Miami Beach	Concrete Water Tanks	Natalia Delgado	\$603,000 09/06/22-12/2		
1755 Meridian Ave, 3rd Floor Miami Beach, FL 33139	Water Station No 1-451 Dade Blvd Water Station No 2-75th Street Miami, FL 33140	(305) 673-7490 x26263 Nataliadelgado@miamibeachfl.gov			

BIDDER'S QUALIFICATIONS 00 45 13-2

WOODARD & CURRAN

- B. Submit detailed information for each person or firm evidencing qualifications and experience and ability to meet the requirements specified for the following.
 - 1. SBR Tank Repair
 - a. Installer Qualifications: experienced installer that has specialized in concrete and geotechnical repair as shown in drawings for at least 5 years.

C. Identify at least 5 projects completed within the last 10 years that included similar concrete and geotechnical repair of wastewater treatment.

Client/Owner Name/Address	Project Name/Location	CURRENT Contact Name, Phone, Email	mgd	Time Period
City of St. Petersburg	Southwest Water Reclamation Facility Chlorine Contact Chambers Restoration	Jason C Venable	N/A 02/14/22-05/03	
PO Box 1257 St Petersburg, FL 33731	3800 54th Ave. S St Petersburg, FL 33711	(727) 892-5630 Jason.venable@stpete.org		
City of St. Petersburg	10 & 8 Million Gallon Reclaimed Ground Storage Tanks Rehabilitation	Robert Sparks	N/A	02/20/18-04/08/18
PO Box 2842 St Petersburg, FL 33731	1160 62nd Ave NE St Petersbug, FL 33702	(727) 201-6706 Robert.sparks@stpete.org		
National Park Service	Rehabilitate Everglades Flamingo Wastewater Treatment Plant	William Vazquez	N/A	09/01/20-02/01/21
40001 SR 9336 Homestead, FL 33034	Everglades National Park, 38 Miles SW from Main Park entrance in Flamingo area	(305) 242-7793 William_vasquez@nps.gov		
City of West Palm Beach	Master Water Storage Tank Cleaning & Repair Services	Sandra Feliciano	N/A	05/28/19-ongoing Term
1009 Banyan Blvd West Palm Beach, FL 33401	Water Treatment Plant 700 N Australian Ave West Palm Beach, FL 33401	(561) 718-7900 Sfeliciano@wpb.org		
City of Plantation	Surface Preparation & Coating Systems for City's WWTP Buildings	Brett Miller	N/A	10/14/19-07/03/20
400 NW 73rd Avenue Plantation, FL 33317	3 WTP Central, East, and Regional WTP in City of Plantation	(954) 326-7634 Bmiller@plantation.org		
•			-	

1.03 CURRENT LICENSES

B. Indicate Bidder and Subcontractor(s) current licenses including design professionals and surveyors.

Name	State	Туре	License number
Anthony Houllis	Florida	General Contractor	CGC1526612
Anthony Houllis	Florida	SSPC Quality Control Supervisor	1278254
Anthony Houllis	Florida	SSPC Protective Coating Inspector	
Codi Pilcher	Florida	OSHA 30, OSHA 4 hr Competent Person Confined Space, OSHA 8hr Competent Person Excavations	
Codi Pilcher	Florida	AWS Welding Certification	
Justin Stancil	Florida	AWS Welding Certification	
Justin Stancil	Florida	QW-484A Welder Performance Qualification	
Yeferzon (Jeff) Ramos	Florida	MEA Energy Association TNG 192-0401	
Yeferzon (Jeff) Ramos	Florida	MEA Energy Association KNT 192-0401	
Michael J Wightman	Florida	Professional Geologist	1423

1.04 PERSONNEL

- A. Identify supervisory personnel that are currently employed by the Bidder and available for assignment to the Project (project manager, superintendents, principal foremen and engineers).
 - 1. Identify full-time on-site superintendent in responsible charge of the Work with at least 10 years' experience as superintendent on comparable projects.
 - 2. Identify project manager assigned full-time with at least 10 years' experience as project manager on comparable projects.

Name	Title	Years of Experience
Codi Pilcher	Full time, on-Site Superintendent	15+ years
Daniel Dion	Full time Project Manager assigned	10 years
Yeferzon (Jeff) Ramos	Foreman	10 years
Eric McFadden	Foreman	15+ years
Anthony Houllis	MGRM/Quality Control	15+ years
Justin Stancil	Chief Operations Officer	20+ years

B. Attach detailed resumes of qualifications, previous employers and experience for each supervisory staff listed above.

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1.05 PROPOSED DESIGN PROFESSIONALS AND SURVEYORS

A. The following design professionals and surveyors are to be employed or retained by the Bidder and available for assignment to the Project.

Name	Address	Area of Responsibility	Years of Experience
Michael J Wightman	5709 1st Ave. S	Geophysical Investigation	35 years
	St. Petersburg, FL 33707		

B. Attach detailed resumes of qualifications, previous employers and experience for each design professional and surveyor listed above.

1.06 EMERGENCY RESPONSE CAPABILITIES

A. Describe Bidder's 24 hour/7 days per week emergency response and communication capabilities. Attach additional documentation as necessary.

Please see attached Emergency Action Plan		

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1.08 EQUIPMENT

A. Identify equipment available for use on the Project. Indicate whether owned by Bidder's organization or rented. Attach additional sheets as necessary.

Type of Equipment	Size or Capacity	Owned or Rented
**See Owned Equipment List		
Boom Lift	40 Ft	Rented
L.	<u> </u>	

1.09 BUSINESS INTERESTS

A. Identify the names and addresses of the members of the Board of Directors of corporation, or the names and addresses of all persons and parties interested in this Bid as partners of a partnership or as individuals. Attach additional sheets as necessary.

Address	Telephone No.
177 Anclote Road, Tarpon Springs, FL 34689	(727) 938-9500

B. Identify the bank or banks representing the financial responsibility of the Bidder.

Name of Bank	Address	Contact Name and Telephone No.
Chase Bank	41206 US HWY 19 N Tarpon Springs, FL 34689	Andrea Meng (727) 934-1423

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1.10 VIOLATIONS

A. Following is a list of violations Bidder and its main Subcontractors have received or been the subject of, or otherwise been involved in, regarding any state or local ethic laws, regulation, code, ordinance, policy, or standard, or offenses arising out of submission of bids or the performance of work on public works projects or contracts over the last 10 years. Attach additional sheets as necessary.

Name and Location of the Project	Not Applicable
Nature of the Violation/Offense	
Duration and dates during which the violation/offense took place	
Name and Location of the Project	
Nature of the Violation/Offense	
Duration and dates during which the violation/offense took place	
Name and Location of the Project	
Nature of the Violation/Offense	
Duration and dates during which the violation/offense took place	

1.11 LABOR DISPUTES

A. Identify labor disputes the Bidder has been the subject of, or otherwise been involved in, during the last 10 years. For these purposes, "labor disputes" shall include picketing or any other activity which disrupted or delayed the work. Attach additional sheets as necessary.

Name and Location of the Project	Not Applicable
Nature of the Dispute	
Duration and dates during which the dispute took place	
How the dispute was resolved	
Name and Location of the Project	
Nature of the Dispute	
Duration and dates during which the dispute took place	
How the dispute was resolved	

END OF SECTION

SECTION 00 45 19

NON-COLLUSION AFFIDAVIT

Anthony Houllis,	being	duly	sworn,
depose and, under the penalty of perjury, say that the following is true:			

- 1. I am the person responsible within my firm for the final decision as to the price(s) and amount of this Bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on the behalf of my firm.
- 2. The price(s) and amount of this Bid have been arrived at independently, without collusion, consultation, communication, or agreement for the purpose of restricting competition with any other contractor, competitor, Bidder, or potential Bidder.
- 3. Unless otherwise required by law, neither the price(s) nor the amount of this Bid have been disclosed to any other firm or person who is a Bidder, competitor, or potential Bidder on the Project, and will not be so disclosed either directly or indirectly prior to Bid opening.
- 4. No attempt has been made or will be made to solicit, cause, or induce any firm, partnership, corporation, or person to submit or not submit a Bid on this Project, or to submit a Bid higher than the Bid of this firm, or submit an intentionally high or noncompetitive Bid or other form of complementary Bid, or for the purpose of restricting competition.
- 5. The Bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary Bid.
- 6. My firm has not offered or entered into a subcontracting agreement regarding the purchase of materials or services from any firm or person, or offered, promised, or paid cash or anything of value to any firm or person, whether in connection with this or any other Project, in consideration for an agreement or promise by any firm or person to refrain from proposing or to submit a complementary Bid on the Project.
- 7. My firm has not accepted nor been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for my firm's submitting a complementary Bid or agreeing to do so, on the Project.

8. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval, or submission of my firm's Bid on the Project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act, or other conduct inconsistent with any of the statements and representations made in this affidavit.

Razorback LLC	
Company Name	construction made by Anthony is an artist to have
ALK	
Signature	regressions. We for 10 onlymphows work and particular
MGRM	
Company Position	ed Pilote - Project Source at a development of
Date: 09/13/2023	
Managaman Paterine (and analysis)	
Attest: Theolie Hanas	ai (Mercijapa ve belena enortra bar zbiolicus Ortradicional de bar sa compressiva de compressiva
is milit Comme to server a librar a nov obnotsock	
Date: 09/13/2023	

END OF SECTION

RAZORBACK LLC NO LIMIT

177 Anclote Rood Tarpon Springs, FL 34689 (727) 938-9500 infoarazorbacklic.com razorbacklic.com

Key Personnel Installer Qualifications:

Anthony Houllis- MGRM/Senior Project Supervisor/Quality Control Manager:

Anthony will be supervising and overseeing all field operations and quality control. Anthony is the founder of Razorback LLC, starting in 2008, and has over 15 years of experience in the construction industry. Anthony is an active Florida Certified General Contractor personally overseeing each project by providing management assistance from start to finish. He also holds certifications as an SSPC Coating Applicator Specialist, SSPC Protective Coating Inspector, and an SSPC Lead Abatement for Industrial Structures. Anthony has been involved in a multitude of projects including Historic Restoration, Design/ Repair/Installations, Complex Coating Applications, Water Treatment/Wastewater Treatment Plant Rehabilitations both steel and concrete, and Continued Service Agreements.

Codi Pilcher- Project Superintendent/Quality Control/Safety Officer:

Codi will be responsible for quality control and safety management. Codi has been with Razorback LLC for 3+ years and has over 15 years of welding, restoration repairs both steel and concrete, fabrication and installation, heavy construction, sandblasting, and management experience. He is a certified AWS Welder, OSHA Certified, and holds Competent Person certifications (fall protection, hazard communication, confined space, respiratory protection, scaffolds, and personal protective equipment). He also oversees the safety and security of each construction site and enforces safety policies and procedures throughout the course of the project while following quality standards. Codi's experience with similar projects makes him an expert in inspecting, testing, and reporting to ensure all requirements of the project are met.

Yeferzon (Jeff) Ramos- Foreman:

Jeff will work closely with the painters, senior project manager, and project superintendent to ensure seamless and efficient completion of the project. Jeff has been with Razorback LLC for 4+ years and has over 10 years of experience in construction, industrial and commercial painting, historical restoration, and leading teams in the field. He has been involved in contracts that have included but are not limited to access rigging, repairs, surface preparation, complex protective coating applications, and maintenance for a multitude of government entities on surfaces such as wood, metal, stucco, concrete, masonry, structural steel, etc. He is certified in Confined Space, SSPC's CAS Level 2 Interim Status Certification, and MEA1134 & MEA1411 Corrosion Monitoring.

Eric McFadden- Foreman:

Eric is responsible for surface prep, repairs, and painting/coating and will be reporting to the foreman, superintendent, and project manager on a daily basis. Eric has been with Razorback LLC for 2+ years and has over 15 years of experience in industrial painting, heavy construction, sandblasting, sky climbing, concrete work, restoration repairs, rigging, working in confined



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spaces, and heavy equipment operation. He works directly with project managers, construction teams, general contractors, and government agency representatives to ensure the successful completion of every project assigned. Eric also enforces project site requirements and procedures throughout the course of the project and follows quality standards working with local governments and other public entities.

Michael Wightman- Geotechnical Investigator:

Michael is responsible for the geotechnical investigations. He has over 30 years of experience in geotechnical investigations, Karst Evaluation Studies using Geophysical Methods, Geophysical Investigations for environmental and infrastructure evaluations, and coastal/island hydrogeology. He is a licensed Professional Geologist in both Florida and California, Certified Ground Penetrating Radar Operator, AGI Electrical Resistivity Imaging Certification, Certified Pile Integrity Tester, and OSHA Certified Health and Safety, Hazardous Waste Operations, 40 Hour Course and Annual Updates.

Anthony Houllis

MGRM/Founder & CEO of Razorback LLC • 2008 - Present

E-mail: anthony@razorbackllc.com

Professional Summary

Certified General Contractor with 15+ years' experience in the industrial construction industry. Specializing in complex coating applications, historic restoration, Design/Repair/Installations, Water Treatment and Wastewater Treatment Plant Rehabilitations, and Continued Service Agreements. A dedicated professional with strong working relationships with government agencies and private companies. Inspires a culture of growth, accountability, and excellence.

Skills

- Business Management
- Leadership
- Estimating
- Project Management
- Skilled Tradesman
- Relationship Building
- Solution Driven
- Safety Management
- Quality Control Assurance
- Communication

Certifications

- Certified Florida General Contractor (CGC1526612)
- SSPC Quality Control Supervisor
- SSPC Protective Coatings Inspector (PCI) Level 2
- SSPC Lead Paint Removal (C3)
- SSPC Lead Paint Removal Refresher (C5)

Education

Florida State University • BS in Social Science - 2008

Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

HOULLIS, ANTHONY MICHAEL

RAZORBACK LLC 177 ANCLOTE RD TARPON SPRINGS FL 34689

LICENSE NUMBER: CGC1526612

EXPIRATION DATE: AUGUST 31, 2024

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





CERTIFICATION OF COMPLETION

Anthony Houllis

MEMBER #: 1278254

Has Fulfilled the requirements of

SSPC: The Society for Protective Coatings'

Quality Control Supervisor (QCS)

And is awarded
1.5 Continuing Education Units

Cartification Director

Helena MoSalinger





IACET Provider # 1003375
Florida Board of Professional Engineers,
Provider #0004326
New York Board of Professional Engineers

CERTIFICATE OF COMPLETION

Anthony Houllis

Has successfully passed the exam for the SSPC: The Society for Protective Coatings'

Protective Coatings Inspector Program (PCI) Level 2 Recertification

Your certification will be updated to a new 4-year term extending from its current expiration date in the SSPC database.

Course Completion Date: November 5, 2019

Location: SSPC eCourse

SSPC Executive Director

Allem Morns

Instructor: SSPC eCourse

You will be emailed copies of your updated wallet card and letter within 7 days of course completion. The validity of any extended certification can be verified by visiting www.sspc.org. Please contact training@sspc.org for continued recertification support.

www.sspc.org | 800Trumbull Drive, Pittsburgh, PA 15205-4365 | P:412.281.2331 T:877.281.7772 F:412.444.3591

Daniel Dion

Business Development Officer/Senior Project Manager

E-mail: dan@razorbackllc.com

Professional Summary

Results-driven professional with 10+ years' experience managing and overseeing a wide range of projects with various scopes and sizes including multiple-term contracts. Works directly with Government Officials, overseeing the procurement and delivery process, implementing change control, and contract administration. Focused on establishing an open and clear line of communication with clients and team members to deliver timely and accurate project completion with 100% customer satisfaction. Proven track record of successfully managing all phases of projects. Ensures safety compliance, administers budgets, controls expenses, and boosts efficiency and productivity.

Skills

- Leadership
- Communication
- Logistics
- Strategic Planning
- Negotiation
- Project Safety
- Estimating
- Organization
- Adaptability
- Problem Solving

Experience

Razorback LLC • Lead Project Manager • 2021 to Present

- Managing complete life cycle of projects- from planning to completion
- · Coordinating project schedules to maximize efficiency and mitigate costs
- · Ensuring site safety compliance
- Communicating with Owners to ensure client satisfaction
- Specializes in complex coating applications and surface preparation

Education

University of Rhode Island • BS in Biochemistry - 2001

Codi Pilcher

Project Superintendent/Safety Officer

E-mail: codi@razorbackllc.com

Professional Summary

Talented tradesman with 15+ years' experience in industrial construction. Proven ability to lead crews to successful project completion. Strong leadership skills that promote teamwork and communication. Oversees the safety and security of each construction site and enforces safety policies and procedures throughout the course of the project while following quality standards. Experience with similar projects makes him an expert in inspecting, testing and reporting to ensure all requirements of the project are met. Facilitates day to day operations on site and ensures projects are completed accurately and on time.

Skills

- Leadership
- Project Management
- Communication
- · Relationship Building
- Problem Solver
- Safety Management
- Quality Control Assurance
- · Manpower Management
- Certified Welder

Certifications

- Competent Person Permit Required Confined Space, Respiratory Protection, Fall Protection, Hazard Communication, Scaffolds, Personal Protective Equipment
- OSHA 30 Construction Safety and Health
- CPR and First Aid
- Certified AWS Welder
- FDOT TTC

Experience

Razorback LLC • Superintendent/Safety Officer • 2019 to Present

- Oversees safety of each construction site and ensures OSHA compliance
- Communicates and coordinates daily tasks with project managers, subcontractors, and field personnel
- Manages multiple ongoing projects to deliver projects on time and within budget

D&S Steel • Superintendent/Safety Officer/Welder • 2008 to 2019

- Oversees safety of each construction site and ensures OSHA compliance
- Communicates and coordinates daily tasks with project managers, subcontractors, and field personnel
- Manages multiple ongoing projects to deliver projects on time and within budget

- Proficient in Shielded Metal Arc Welding (SMAW) techniques, including vertical, horizontal, and overhead welding
- Analyzed and interpreted blueprints, welding symbols, and engineering drawings
 Welding, Fabrication, and Installation of various metals including carbon steel,
- Welding, Fabrication, and Installation of various metals including carbon steel, stainless steel, and aluminum.
- Operating and maintaining welding equipment and tools
- Inspections of weld quality



CERTIFICATE OF COMPLETION

This certifies that

Codi Pilcher

is awarded this certificate for

OSHA 30 Hour Outreach Training Program - Construction





30.00



Completion Date

08/22/2023

Jason Cole, Trainer C 26-0113289 and G 26-0083906

"As an OSHA Outreach Training Program trainer, I affirm that I have conducted this OSHA Outreach Training Program training class in accordance with OSHA Outreach Training Program requirements. I will document this class to my OSHA Authorizing Training Organization. Upon successful review of my documentation, I will provide each student their course completion card within 90 calendar days of the end of the class."

As an IACET Accredited Provider, 360training.com, Inc. offers IACET CEUs for its learning events that comply with the ANSI/IACET" Continuing Education and Training Standard.

THIS CERTIFICATE IS NON-TRANSFERABLE

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | 877.881.2235 | www.360training.com

WELDER, WELDING OPERATOR, OR TACK WELDER QUALIFICATION TEST RECORD

Type of Welder Structural and Miscellaneous S Name Codi A. Pilche		Ider	ntification No. ***-**-8329
Welding Procedure Specification No		RevNA	Date1/24/2015
		Record Actual Val	lues
		Used in Qualifica	tion Qualification Range
Variables		SMAW	SMAW
Process/Type [Table 4.12, Item (1)]		OWINV	SiviAvv
Electrode (single or multiple) [Table 4.1	12, Item (7)]	SINGLE	Single
Current/Polarity		ACEP	
		60	All
Position [Table 4.12, Item (4)]		6G	7 417
Weld Progression [Table 4.12, Item (5)]	Uphill	uphili
Booking (VEC as NO) Fights 4 to Item	(6)7	No	no
Backing (YES or NO) [Table 4.12, Item Material/Spec.	(0)]	to	
Base Metal			
Thickness: (Plate)		AIA	NIA
Groove		NA	NA NA
Fillet		250	1/4*-1-1/2*
Thickness: (Pipe/tube)			
Groove		Groove	yes
Fillet		Na	yes
Diameter: (Pipe)		2"	up to 24*
Groove		Groove	Yes
Fillet		Na	yes
Filler Metal (Table 4.12)		AFF	
Spec. No.		A5.5	
Class		ER70S-2	NA NA
F-No. [Table 4.12, Item (2)]		F4	
Gas/Flux Type (Table 4.12)		Argon	
	AUDITAL INC	PECTION (4 0 1)	
and the state of t		YES or NO YES	
	The state of the s		
		rest Results (4.31.5)	
Туре	Result	Туре	Result
Root	Passed	Root	Passed
Face	Passed	Face	Passed
	Fillet Teet Recult	s (4.31.2.3 and 4.31.4.1)	
Annographo		Eillet Cize	NA NA
Frantura Test Pont Penatration	NA	Macroetch	NA
Fracture Test Root Penetration (Describe the location, nature	Saf any crack or to	earing of the enerimen \	
	ally crack or c	carring of the appearance,	CAP6G
Inspected by Johnson	TRIODIAN	Test Number	
Organization	ab III	Date	1/24/2015
		EST RESULTS (4.31.3.2	
Film Identification	10 //	Film Identification	
West Date	Hulf Gamaria		Deculte Demostra
Number Results	// Remarks	Number	Results Remarks
Interpreted byNA		Test Number	
Organization NA		Date	NA NA
We, the undersigned, certify that the state	tements in this reco	mi are correct and that the	test walds were prepared walded a
tested in conformance with the requirement) Structural Welding Code—Ste
mi serine	5. 5.0000 1017		
		(yea	ar)
Manufacturer or Contractor D&S Steel Inc	۵.	Authorized By	ar) Justin Stancil

Justin Stancil Chief Operations Officer

E-mail: justin@razorbackllc.com

Professional Summary

Talented officer with 20+ years' experience in industrial construction. Strong leadership skills that promote teamwork, communication, and seamless project completion. Oversees all field operations, safety management, purchasing materials, pre-construction preparations, and meeting all local codes and regulations. Works directly with Project Managers, Construction Teams, General Contractors, and Government Agencies. Experience with similar projects makes him an expert, ensuring all requirements of the project are met and each project is completed on time and within budget.

Skills

- Leadership
- Field & Business Operations
- Communication
- Relationship Building
- Problem Solver
- Safety Management
- Budgeting
- Production Team Management
- Manpower Management
- Certified Welder

Certifications

- Certified AWS D-1 Welder
- · Certified Structural and Miscellaneous Steel Welder

Experience

Razorback LLC • Chief Operations Officer • 2019 to Present

- Overseeing field operations, safety management, purchasing materials, preconstruction preparations, manages the production team
- Communicates and works directly with Project Managers, Construction Teams, General Contractors, and Multiple Agencies
- Manages multiple ongoing projects to deliver projects on time and within budget
- Ensures that all local codes and regulations are met
- Field staffing and scheduling

D&S Steel • Senior Certified Welder • 2003 to 2019

- Communicates and coordinates daily tasks with project managers, subcontractors, and field personnel
- Manages multiple ongoing projects to deliver projects on time and within budget
- Proficient in AWS D-1 & Shielded Metal Arc Welding (SMAW) techniques, including vertical, horizontal, and overhead welding

- Analyzed and interpreted blueprints, welding symbols, and engineering drawings
- Welding, Fabrication, and Installation of various metals including carbon steel, stainless steel, and aluminum.
- Operating and maintaining welding equipment and tools
- Inspections of weld quality
- Restoration repairs, heavy construction, and surface preparation

D & S Steel

QW-484A (2004 Edition) Welder Performance Qualifications (WPQ)
(See QW-301, Section IX, ASME Boiler and Pressure Vessel Code)

Welder's Name	Justin D. Sta	incil			Identification	n No.	8289		anual d'issu
			Test	Descri	ption	Prov	Test	_	Production
Identification of W	/PS followed	D&SS-SMAW	F-01			V	coupon		Weld
Specification of ba		A36 to A36 .			Thickness	3/16" to	A STATE OF THE PARTY OF THE PAR		TO THE PER PLAN
Sections			ng Condition	s and Q	ualification Limits				
	Iding Variable	s (QW-350)			Actual Values		Ran	ige Qu	
Welding process(SMAW			SMAN	THE RESERVE OF THE PARTY OF THE
Type (i.e. manual Backing (metal, w				-	Manual Metal	1001504	-	Manu	
backing (metal, w	reid metal, dou	bie-weided, etc.)			Metal			Ivieta	
x Plate Pi	ipe (enter diam	eter if pipe or tube)		_	Thickness	ACK! IF	residential resi	Thickne	ess
1000		, , , , , , , , , , , , , , , , , , , ,			3/16"			" to Unl	
Base metal P or S	S-Number or P-	or S-Number			P1 to P1	E 190 10	CONTRACTOR	P1 to I	
Filler metal or ele	ctrode specific	ation(s) (SFA) (Info	only)	-	SFA A5.1	452 149		SFA A	
		ation(s) (info only)			E7018	ALL STA	Displayer - In t	E701	8
Filler metal F-Nur					4			4	March St. St. S.
Consumable inse	rt (GTAW or P.	AW)			N/A		THE RES	N/A	
Filler type (solid/n	netal or flux co	red/powder) (GTAW	or PAW)	-	Low Hydrogen	THE PARTY	Lo	w Hydr	ogen
Deposit thickness			Meleuri		3/16"			5/32" m	
	4	Г	_		NA			NA	
Process 1: FCAV	½ 3 layers mini	mum '- Yes	, No	_				RI & I'G	Sergie (III)
		Г	Γ		N/A			N/A	
Process 2: N/A			No						
Position qualified				-	2F	*****		t & Hor	
Vertical progressi		ownniii)		_	Uphill			Uphill c	
Type of fuel gas (CMANAD		-	N/A			N/A	-
Inert gas backing			CALALAD	_	NA Clabular	-		NA Globu	or
GTAW current typ		r pulse to short circ	uit-GiviAvv)		Globular DCEP			DCE	
OTAVV Current typ	perpolarity (AC	, DOLI', DOLIV)	TES	T RESI				DOL	
Visual Examination	on of Complete	d Weld (QW-302.4)		Ily Acce					
							The Day Labor		
Bend test		ransverse root and	face	Г	Longitudinal root and	d face		Side (Q	W-462.2
		QW462.3(a)]		L	[(QW-462.3(b)]				
		rrosion-resistent ov	erlay [QW-				en, corrosion	-resista	nt
462.5(c)]		V 460 E/h)1	I	Acoro to	overlay[QW est for fusion [QW-462.4		مرارب		
Macro tes	st of fusion [QV	V-402.5(b)]	L V	viacio le	ist for fusion (QVV-402.4	[(n)]			
Туре	Result	Type		Result	Type			Rest	
N/A	N/A	N/A		N/A	N/A			N/A	1
		ation results (QW-1						101	-
Fillet weld - fracti			cept		gth and percent of defe		pecimen ber		
Macro examiniation	on (QW-184)	Acceptable	Fillet size	(in) _	3/16" X 3/16"	Concav	ity/convexity	(in)	Acceptable
Other tests						A/-1-11-5	-	-	
Film or specimen					Company Laboratory test no	VeldinS			
Mechanical tests		D. Speedy		·	Laboratory test no		112		A SHARE THE RESERVE
Welding supervis		Valter Stancil	root and the	t the te	st coupons were prepar	ed wel	ded and test	ed in a	cordance
with the requirem	ents of Section	IX of the ASME Co	nde and the	at the te	ar coupons were brehar	od, west	aca, and tool	a	
with the requirem	one or occuo	IN OF THE PONIE OF				1	A Piela	V Snee	who
Organization	D&S Sis	si		1		1/3	The same	RESIDE	71
Date	The second secon	OB By	70.	511		1	M7/ 0018	XP. 10	11/2012
		manufacture of the second seco	-	1			47		

D & S Steel

QW-484A (2004 Edition) Welder Performance Qualifications (WPQ)
(See QW-301, Section IX, ASME Boiler and Pressure Vessel Code)

Welder's Name	Justin D. Sta	ancil	en e			Identifica	tion No.	8289	No. syl.	
				Test	Descrip	otion	-	Test	_	Production
Identification of W	PS followed	D&SS-SMA	WF-01	1			P	coupon		Weld
Specification of ba		A36 to A36 .	a le suite			Thickness	3/16" to			
Wol	ding Variable		ting C	ondition	s and Q	ualification Limits Actual Value		D	anga Or	alified
Welding process(S (CIAN-220)				SMAW	5	"	ange Qu SMA	
Type (i.e. manual,		sed				Manual			Manu	
Backing (metal, w					and the same of the same of	Metal		THE PERSON	Meta	
x Plate Pi	pe (enter dian	neter if pipe or tub	e)			Thickness	Mark 27	Tredatate 1	Thickn	
						3/16"		1	/8" to Un	
Base metal P or S					-	P1 to P1			P1 to	
Filler metal or elec				y)		SFA A5.1			SFA A	
Filler metal or elec		cation(s) (into only)			E7018			E70	18
Filler metal F-Nun Consumable inse		MAIAN				4 N/A	-	·	4	
Filler type (solid/n	netal or flux or	red/nowder) (GT/	W or	DAIAA		Low Hydroger			N/A	
Deposit thickness			IVV OI	PAVV)	-	3/16"	-		Low Hyd 5/32" r	
Doposit tributios	or caon proc	_	-			NA NA			NA NA	
Process 1: FCAW	3 layers min	imum Yes	1	No					application to	
Process 2: N/A	3 layers min	imum Yes	Г	No		N/A			N/A	
Position qualified						2F		F	lat & Ho	rizontal
Vertical progressi		ownhill)				Uphill			Uphill e	
Type of fuel gas (N/A			N/A	
Inert gas backing				214140		NA NA			NA	The state of the s
Transfer mode (sp			rcuit-(SMAW)	to to division in	Globular			Globu	
GTAW current typ	berpolarity (AC	, DCEP, DCEN)		TES	T RESU	DCEP			DCE	P
Visual Examination	on of Complete	ed Weld (QW-302	.4)		Illy Acce					La la speli Hara
Bend test	1, 1	ransverse root ar (QW462.3(a)]			Г.	Longitudinal root a [(QW-462.3(b)]	ind face		Side (C	QW-462.2
	d specimen, c	orrosion-resistent	overla	y [QW-				en, corrosio	n-resista	ent
462.5(C))						overlay[Q		(d)]		
Macro tes	st of fusion [Q)	W-462.5(b)]	P	- 1	Macro tes	st for fusion [QW-462	2.4(b)]		14 15 A	X EXEMP
Туре	Result	Type	-		Result	Тур	e e		Res	sult
N/A	N/A	N/A	THE PERSON NAMED IN		N/A	N/A			N/	
				Estate C						
Alternative radiog				NA						
Fillet weld - fractu			ccept			gth and percent of de		Specimen b		
Macro examiniation	on (QW-184)	Acceptable	_ FI	llet size	(in) _	3/16" X 3/16"	Concav	vity/convexit	y (in) _	Acceptable
Other tests	- avaluated by	. 110					14/-1-11-	0		
Film or speciment Mechanical tests						Company Laboratory test	Weldin	#2		
Welding supervis		Walter Stancil			******	Laboratory test	1033	#2		
			orrect	and the	at the tes	st coupons were prep	ared we	ded and te	sted in a	ccordance
with the requirem						apono noro prop	_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	A		
							1	CA Prob	V Sne	edv
Organization	D&SS			11	1		1	CW	ARTOD	171
Date	-191	08 By	11.1	1. /	Sar		11	W// 00	EXP. W	on/2012
					(/					

WELDER, WELDING OPERATOR, OR TACK WELDER QUALIFICATION TEST RECORD

Type of Welder Structural and Miscellaneous Stea Name Justin Standi			(dentificati	on No.	***-8289
Welding Procedure Specification No.	NA	Rev	NA NA	Date	1/24/2015
Variables		Record A Used in C	ctual Values Qualification IAW	Quel	ification Range SMAW
Process/Type [Table 4.12, Item (1)]				_]	
Electrode (single or multiple) [Table 4.12, Current/Polarity	(7)]		NGLE VCEP		Single
Position [Table 4.12, Item (4)]			6G	7	All
Weld Progression [Table 4.12, Item (5)]			[phill		uph(i)
Backing (YES or NO) [Table 4.12, Item (6)	7		No		no
Material/Spec.	•		to		
Base Metal Thickness: (Plate) Groove		1	IA		NA
Fillet Thickness (Bine/hube)			250		1/4*-1-1/2*
Thickness: (Pipe/tube) Groove		Gr	oove		yes
Fillet			Na		Yes
Diameter: (Pipe) Groove			2°	+	up to 24*
Fillet			Na		yes
Filler Metal (Table 4.12) Spec. No.		A	5.5		
Class		ER70S-2		NA	
F-No. [Table 4.12, Item (2)] Gas/Flux Type (Table 4.12)			F4 vgon		
Other					
<u> </u>		PECTION (4.9.1)		· · · · · · · · · · · · · · · · · · ·
	•	YES OF NO YES			
	Gulded Bend To		_		Result
	Result Passed	Ro	be		Passed
	Passed	Fa		···········	Pessed
Fill	et Test Results				
Appearance NA Fracture Test Root Penetration	NA .	Fillet Size		NA NA	
(Describe the location, nature and alize					
Inspected by Johnso Colomb	1		er	128G	
Organization	AH	Date		1/24/2015	
(1809)(01)	JÓGRAPHIC TE	ST RESULTS (4. <u>31</u> .3.2)		
Film Identification Number Results	Remarks	Film Identific Number	ation	esuits	Remarks
		+			
Interpreted byNA		Test Numb	er	NA	
Organization NA		Date		NA	
We, the undersigned, certify that the statem tested in conformance with the requirements	ents in this recor of Clause 4 of Al	d are correct and NS D1.1/D1.1M,	that the test w () (year)	relds were pr Structural V	epared, welded, and leiding Code—Steel
Manufacturer or Contractor D & S Steel Inc.		Authorized	Ву	Justin Stand	8
		Doto	.la	muary 24, 2015	

This validates that

Yeferzon Ramos

has achieved certification in

MEA1134

Certified by:

MEA Energy Association

KNT 192-0401 Corrosion Monitoring - Atmospheric, External, and Internal

7/28/2020

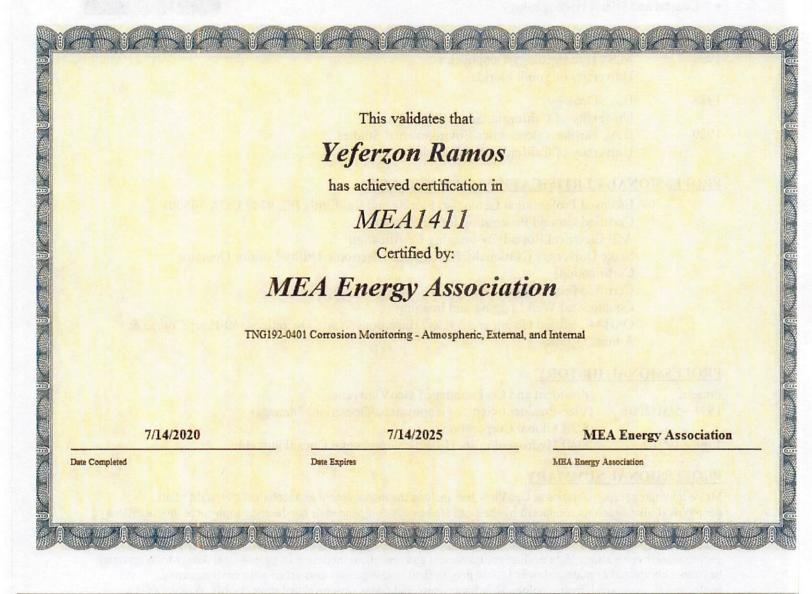
7/28/2025

MEA Energy Association

Date Completed

Date Expires

MEA Energy Association



Michael J. Wightman, P.G.

President, Principal Geophysicist, GeoView, Inc.

AREAS OF SPECIALIZATION

- Management of Geophysical Investigations
- · Karst Evaluation Studies Using Geophysical Methods
- Geophysical Investigations for Infrastructure Evaluation
- Environmental Geophysical Investigations
- Coastal and Island Hydrogeology

EDUCATION

1989 M.S., Hydrogeology/Geophysics

University of South Florida

1986 B.A., Geology

University of California, Santa Barbara

1980 B.A., Business Economics/Environmental Studies

University of California, Santa Barbara

PROFESSIONAL CERTIFICATIONS AND LICENSES

Licensed Professional Geologist, Florida and California (FL #1423, CA #6500)

Certified Ground Penetrating Radar Operator AGI Electrical Resistivity Imaging Certification

Stake University (Nationally Recognized Electronic Utility Locator Operator

Certification)

Certified Pile Integrity Tester

Geophysical Well Logging and Imaging

OSHA-Certified Health and Safety, Hazardous Waste Operations, 40-Hour Course &

Annual Updates

PROFESSIONAL HISTORY

Present President and Co-Founder of GeoView, Inc.

1991 –5/31/2001 Vice-President, Senior Geophysicist/Operations Manager

SDII Global Corporation

1988 - 1991 Staff Hydrogeologist--HSW Environmental Consultants, Inc.

PROFESSIONAL SUMMARY

Mr. Wightman's responsibilities at GeoView Inc. include the management and technical oversight of all geophysical investigations conducted by the firm. He has either managed or conducted geophysical investigations throughout the entire United States, Caribbean Basin and Central America. His duties include quality control oversight, project management and budgeting, employee supervision and training, design and implementation of geophysical investigations, data evaluation, numerical and analytical modeling of geophysical data. Mr. Wightman has either conducted or managed over 10,000 geophysical investigations concerned with environmental, geotechnical, geological, hydrogeological, infrastructure and construction-related projects. Mr. Wightman is an expert in the application of geophysical methods in terms of understanding karst-related conditions. Mr. Wightman has provided expert testimony, authored publications and delivered numerous presentations in regards to geophysical testing for a wide variety of applications.

Prior to co-founding GeoView, Mr. Wightman was the Senior Geophysicist and Operations Manager at SDII Global Corporation. While at SDII, his duties included the management of subsidence investigations which were related to insurance claims. For these investigations, he integrated the results of geophysical, geo-technical and





structural studies to determine if damage to residential structures was related to sinkhole activity. Prior to joining SDII, Mr. Wightman was employed with HSW Environmental Consultants, Inc., where he performed numerous contamination assessment investigations throughout Florida. His responsibilities included project management, geophysical investigations, design of groundwater monitoring systems, data evaluation, groundwater modeling, and report preparation. While working on his M.S. degree in Hydrogeology at the University of South Florida, he was involved as a principal investigator on several coastal and island aquifer research projects. Results from his research have been presented at two international conferences, three Florida state-wide conferences, and have appeared in several publications. He is a Professional Geologist in Florida and California.

Professional Organizations / Affiliations

The Environmental & Engineering Geophysical Society (EEGS)
Southeastern Geological Society
Society for Exploration Geophysics
Florida Geological Society
Florida Association of Environmental Professionals
Florida Association of Professional Geologists
Board of Directors-USF Geology Alumni Association
USF Geology Professional Advisory Committee

Publications

- Zisman, E.D., Wightman, M.J., Kestner, J, Sinkhole Investigation Methods—the Next Step After SP No. 57, 2011 Annual Conference on Sinkholes and the Engineering and Environmental Impacts of Karst, ASCE.
- M.J. Wightman, Zisman, E.D., 2008, The Selection and Application of Geophysical Test Methods in West Central Florida Karst Regions, Conference Proceedings, 2005 Annual Conference on Sinkholes and the Engineering and Environmental Impacts of Karst, ASCE.
- Wightman, M.J.; Zisman, E.D., 2005. The Effectiveness of GPR In Sinkhole Investigations. Published in Conference Proceedings of 2005 Annual Conference Sinkholes and the Engineering and Environmental Impacts of Karst, ASCE.
- Wightman, M. J., 1996. Finding the Depth to Saltwater -- Surficial Geophysical Methods Offer an Answer, Florida Specifier, February Edition.
- Wightman, Michael J., The Use of Ground Penetrating Radar in Civil Engineering and Infrastructure Rehabilitation Projects. The South Carolina Engineer, Winter, 1994.
- Vacher, H. L., Wightman, M. J., and Stewart, M. T., 1991. Hydrology of Meteoric Digenesis: Effect of Pleistocene Stratigraphy on Fresh-Water Lenses of Big Pine Key, Florida in Fletcher, C. H., and Wehmiller, J. F. (eds.). Quaternary Coasts of the United States: Lacustrine and Marine Systems. SEPM Special Publication.
- Wallis, T. N., Vacher, H. L., Stewart, M. T., Hearty, P. J., Wightman, M. J., and Cant, R. V., 1989. Holocene Strandplain Aquifer at Ocean Bight, Great Exuma Island, Bahamas. Geological Society of America Abstracts with Programs, 21:242.

27.0 EMERGENCY ACTION PLAN

On all projects, a pre-project assessment of potential emergency situations will be conducted. The potential emergencies include fire, containment collapse with contaminated materials, fuel spills, employee injury, etc. Where there may be a release of a contaminant, Razorback will consult the Environmental Protection Agency (EPA) and state guidelines to determine when a release is required to be reported.

Prior to starting the project, Razorback will provide the necessary equipment or supplies to prevent or minimize potential emergency situations. Equipment or supplies may include diesel fuel tanks with double walls, absorbent materials, shovels and fire extinguishers. No Razorback employee is to remain with any critical plant equipment. If an emergency situation does arise at a Razorback job site, the following are the procedures.

27.1 GENERAL

- 1. Coordination between local, State and federal disaster and emergency management personnel will be communicated prior to work commencing. The proper authorities will be given a copy of this section of the plan and the necessary information from the Health and Safety Plan.
- 2. The local hospital(s) will be sent a letter documenting the hazards of the project and provided with the necessary MSDS, in the event site workers are transported to the hospital.
- 3. Directions to the hospital will be posted on site and a copy will be placed in a central location when the Health and Safety Program is in effect.
- 4. Employees will be trained on the emergency procedures. The training will be both verbally and by providing a copy of this plan to the employees.

27.2 PRE-EMERGENCY PLANNING

- 1. The project superintendent, competent person, or company safety Coordinator will establish a line of communications with local hospitals, government agencies and other emergency response organizations prior to site activities.
- 2. During the pre-job safety meeting and bi-monthly thereafter, all employees will be trained in the provisions of the emergency response plan, communication systems, and evacuation routes.
- 3. The plan will be reviewed and revised if necessary, on a regular basis.

27.3 TRAINING

Employees will receive training on the emergency action plan as follows:

- 1. When the plan is developed.
- 2. When an employee is initially assigned to a job and on an annual basis thereafter.
- 3. When an employee's responsibilities under the plan change.
- 4. When the plan is changed.

274 LINES OF AUTHORITY

- 1. The project superintendent will have primary responsibility for responding to and correcting emergency situations. This includes taking appropriate measures to ensure the safety of site personnel and the public.
- 2. The project superintendent will be relieved of his responsibility only by the appropriate police or fire chief.

27.5 EVACUATION PROCEDURES

Prior to an evacuation, all employees will be trained as to the evacuation route(s), designated meeting location and if an employee is required to assist other employees, their roles and responsibilities.

- 1. If a fire, chemical spill or release or other emergency action is discovered at the project, the person making the discovery will immediately notify the competent person or project superintendent.
- 2. The project superintendent and/or the competent person, will make the decision to evacuate the area if necessary.
- 3. The primary response to any emergency will be to protect the health and safety of employees, contractors, sub-contractors and visitors on-site, as well as the community and environment.
- 4. After step 3 is completed, and if the project superintendent and/or competent person deems it safe, steps will be taken to identify, contain, treat, and properly dispose of the materials involved as a secondary response.
- 5. In the event of an emergency which necessitates an evacuation of the site, the following alarm procedures will be implemented:

THREE LONG BLASTS OF A COMPRESSED AIR HORN

- * Workers in a high noise exposure area, i.e. blasting or using power tools, may not hear the air horn. The foreman or equipment operator will be responsible to shut off the compressor and then sound the air horn again.
- 6. When notified to evacuate, all personnel will be expected to proceed to the closest designated safe. The safe area will be set upwind and at least 100 feet from the hazard.
- 7. Personnel will remain at that area until authorized by the project superintendent or competent person who will complete a head count to verify all employees have been evacuated safely.

27.6 EMERGENCY MEDICAL TREATMENT PROCEDURES

- 1. Employees are to inform the competent person or foreman immediately of any person(s) who become injured.
- 2. The competent person or superintendent will decide if emergency services are required. At this time the person onsite who has current training in first-aid will be summoned to assist the injured person(s).

- 3. Any person who becomes ill or injured in the work area must be decontaminated, if exposed to or potentially exposed to contaminated or regulated materials, to the maximum extent possible. If the injury or illness is minor, full decontamination should be completed and first aid administered prior to transport. If the patient's condition is serious, at least partial decontamination should be completed (i.e., complete disrobing of the victim and redressing in clean coveralls or wrapping in a blanket). First aid should be administered while awaiting an ambulance or paramedics. All injuries and illnesses must be immediately reported to the competent person.
- 4. Decontamination will be conducted in the decontamination trailer if possible. If not, a HEPA vacuum will be used to clean off the injured from any contaminated material as well as possible.
- 5. Where an ambulance is used to transport an employee, inform the ambulance staff of the potential for contamination.
- 6. Any person being transported to a clinic or hospital for treatment should take with them information on the chemical(s) (MSDS) they have been exposed to at the site. If the person cannot take the MSDS with them, a copy will be provided to the ambulance staff or directly to the hospital.
- 7. If three or more people are transported to a hospital and require more than first-aid or one fatality occurs at the job site, the competent person will inform Razorback management to determine who will inform the local office of OSHA.

27.7 FIRE OR EXPLOSION

- 1. In the event of a fire or explosion, the local fire department should be summoned immediately.
- 2. If safe to do so, stop operations and shut off equipment in the immediate work area and other equipment that may feed the fire.
- 3. The project supervisor and/or the competent person will advise the fire commander of the location, nature, and identification of the hazardous materials on-site.
- 4. If it is safe to do so; site personnel may:
 - a. Use fire fighting equipment available on site to control or extinguish the fire and,
 - b. Remove or isolate flammable or other hazardous materials which may contribute to the fire.
- 5. Report to the designated safe area if the warning system is activated until the project supervisor and/or competent person provides further instruction.

27.8 CHEMICAL SPILLS OR LEAKS

- 1. In the event of a spill or leak, site personnel will:
 - A. Inform their supervisor immediately;
 - B. Locate the source of the spillage and stop the flow if it can be done safely.
 - C. Prevent the spill from entering waterways or drains.
 - D. Begin containment and recovery of the spilled materials if it can be done safely.
- 2. If the spill or release is expected to pose significant hazards or is beyond the capabilities of the immediate personnel, then the competent person will be contacted immediately.
 - A. The competent person will assess the following:
 - 1. The material spilled or released
 - 2. Location of the release or spill
 - 3. an estimate of the quantity released and the rate at which it is being released
 - 4. any injuries involved

- 5. fire and/or explosion or possibility of these events occurring
- 6. the area and materials involved in the location of the fire or explosion
- 3. In the event of a chemical spill that is not contained within a dike or bermed area, an area of isolation will be established around the spill. The size of the area will generally be dependent on the size of the spill and the material(s) involved.
- 4. When any spill occurs, only those persons involved in the oversight or performance of the emergency cleanup operations will be allowed within the designated hazard area.
- 5. If an incident may threaten the health or safety of the surrounding community, the public will be informed and possibly evacuated from the area. The competent person will inform the proper agencies in the event that this is necessary.
- 6. If the control and cleanup of the spill or release is within the capabilities of on-site personnel then the Police or emergency management personnel will NOT be notified unless the release migrates beyond the perimeter of the site. Reporting of spills or releases in accordance with other federal, State and local regulations is also the responsibility of the competent person.

27.9 LEAD CONTAMINATED MATERIAL SPILL OR RELEASE

- 1. In the event of a spill or release of lead or other metal contaminated material, site personnel will:
 - A. Inform their supervisor immediately;
 - B. Locate the source of the spill or release and stop the spill or release by stopping the operation that is causing the spill or release.
 - C. Prevent the spill or release from entering waterways or drains.
- 2. The affected area(s) will be cleaned up as soon as possible using HEPA vacuums for smaller areas and industrial vacuums from the recycler, Supersucker or Vec Loader.
- 3. The competent person will document the spill or release and the corrective actions in the daily inspection report.
- 4. The Owner will be informed of all spills or releases that require notification of a governmental agency.
- 5. If the spill or release involves 10 pounds or more of lead, the competent person will notify the The appropriate authority.

27.10 EMERGENCY FACILITIES AND EQUIPMENT

- 1. The field decontamination station will contain as a minimum, the following emergency equipment.
 - A. First Aid Kit
 - B. Fire Extinguisher
 - C. Eye Wash Station
 - D. Emergency Shower (decontamination trailer)
 - E. Two-way radio or mobile phone

27.11 MEDIA RELATED EVENTS

If an emergency occurs that warrants a visit from the media, site personnel will not be authorized to speak with the media. The site competent person or foreman will contact management for direction. If given permission by management, the person selected to speak with the media will:

- 1. Provide information that is factual.
- 2. Record in the site log book all information provided to the media.
- 3. Avoid speculation on the cause of the events, amount of damage and seriousness of injuries.
- 4. DO NOT release names of injured person(s).

27.12 INCIDENT FOLLOW-UP

- 1. Following all emergency response actions and activation of this plan, the competent person will conduct a debriefing session of all key personnel involved.
- 2. The response will be critiqued, documented, and response plans revised, if necessary. Corrective actions will be listed where procedures were inadequate or need improvement.
- 3. Employees will be advised of any corrective actions and results of the critique as soon as possible.

Razorback LLC Owned Equipment List

		Razorback LLC Owner	d Equipment List	
TYPE	YEAR	MAKE	MODEL	COMPOSITION
Trailer Enclosed	2019	ARNI	16x7x7h	Major
Trailer Enclosed	2016	EAGL	16x7x6.5h	Major
Trailer Enclosed	2018	QLCG	20x8.5x7h	Major
Trailer Gooseneck	2003	CHAMPION	30x8	Major
Trailer Open	2021	TCTC (Triple Crown)	24x7	Major
Trailer Enclosed	2021	Cove (Covered Wagon)	24x8.5x7h	Major
Trailer Enclosed	2020	ISO GA CARGO (SGAC)	14x7x7h	Major
Trailer	2022	Homemade Pontoon Trailer	24x8	Major
Trailer	1996	USAT	TL	Major
Truck	1990	Ford F800 (Blue)	TK	Major
Truck	2017	Ford F-450 (Black)	TK Diesel	Major
Trailer	1970	Homemade 25'	TV	Major
Trailer	2001	CNTR	TL	Major
Blast Pot	1999	to the first of the second		The state of the s
	-	8-Ton With Dryer (#1)	Trailer 4 Shoe	Major
Blast Pot	1985	6-Ton (#2)	Skid 2 Shoe	Major
Blast Pot	1994	6-Ton (#3)	Skid 4 Shoe Key	Major
Blast Pot		Small 8cf	Roller 1 Shoe Key	Major
Dust Collector	1996	Blast Tech - ASPT	45000 cfm	Major
VACUUM				Major
Paint Pump	2016	Graco Pneumatic	Xtreme NXT X60	Major
Paint Pump		Graco Pneumatic		Major
Paint Pump	2018	Graco Gas	GH833	Major
Air Compressor	1999	Ingersol Rand	375 CFM	Major
Air Compressor		Sullair	375 CFM	Major
Air Compressor	2008	Sullair	375 CFM	Major
Air Compressor	2012	Sullair	375 CFM	Major
Air Compressor	2006	Sullair	300 CFM	Major
Blast Pot	1999	Schmit	8 Ton	Major
Air Drier	2001	Van Air	1600 CFM	Major
Welder	Miller	Bobcat		Major
Concrete Pump		Quickspray	5210	Major
DRYER		2100 CFM	SKID MOUNT	Major
FORKLIFT		CATIPILLAR 8K		Major
SCISSOR LIFT		SKYJACK	SJII 3219	Major
BOAT	2020	Rabco Fliver	8'	Major
BARGE	2020	Nabco Filver	30X12	Major
BOAT		PONTOON BOAT	24X8	
TexSpray RTX 2000PI		Graco		Major Minor
			17H573	
Dual Speed Paint & Mortar Mixer		Krause & Becker	69856	Minor
Triple Tap Extension Cord		Vanguard	100x10/3 Gauge	Minor
Triple Tap Extension Cord		Vanguard	100x10/3 Gauge	Minor
Teknor Apex Heavy-Duty Coiled Hose		NeverKink	8882-100	Minor
Teknor Apex Heavy-Duty Colled Hose		NeverKink	8882-100	Minor
Teknor Apex Heavy-Duty Coiled Hose		NeverKink	8882-100	Minor
Teknor Apex Heavy-Duty Coiled Hose		NeverKink	8882-100	Minor
Teknor Apex Heavy-Duty Coiled Hose		NeverKink	8882-100	Minor
Sharpshooter 3ft 2.1 Gravity Fed Hooper Gun		Marshalltown	SS21	Minor
Sharpshooter 3ft 2.1 Gravity Fed Hooper Gun		Marshalltown	SS21	Minor
1/4 HP Air Mover Blower Fan		B-Air	BA-VP-25-BL	Minor
Lull 32 Ft Reach 6K in size	20 years	JCB	S06C	Major
Wheel Loader	20 years	John Deere	544E	Major
Lull 19 Ft Reach 5K in size	2018	Genie		Major
Welding Machine 250 amp	3-5 years	Lincoln	GXT	Major
Welding Machine 250 amp	3-5 years	Lincoln	GXT	Major
Welding Machine 250 amp	3-5 years		GXT	Major
Welding Machine 250 amp	3-5 years	The state of the s	GXT	Major
Welding Machine 400 amp	20 years	THE RESIDENCE OF THE PROPERTY OF THE PERSON	BIG 40	Major
Welding Machine 300 amp	1-3 years	The state of the s	Shop Welders	Major
Iron Worker 62 Ton	3 years	Baileigh	SW 621	Major
Plate Roller 5 Ft Sheets	3 years	Baileigh	PR 503	Major
Press Break 10 Ft	2022	Baileigh	BP-6779NC	Major
Pipe Roller 3 Phase	2022	Baileigh	RH 85	Major
Pressure Washer Turbo Nozzle	LULL	June 1811	Max PSI 3200	Minor
			Tiun I JI JEVO	
		Predator	SKII(s) 64931	Major
Commercial Duty Pressure Washer EPA Buggy Hauler	2022	Predator MAXXD	SKU(s) 64931 H6X 102in x 22ft	Major Major



Addendum No. 1 City of Bushnell Emergency WWTP SBR Tank Repair REBID

To: All Plan Holders for the above referenced project

From: City of Bushnell, Morgan Wilson (mwilson@cityofbushnellfl.com or 352-569-2402)

Date: September 8, 2023

RE: Addendum No. 1 - Questions & Answers - Emergency WWTP SBR Tank Repair REBID

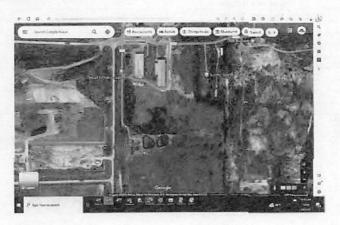
Addendum No. 1: Questions & Answers

1. Can you please confirm the location address for the above referenced project?

I could not find anything in the drawings or the bid documents. I found the below address on the City of Bushnell website.

Wastewater Facility 601 E. Seminole Avenue Bushnell, FL 33513

Answer: The WWTP is located at County Road 529, Lake Panasoffkee, FL. Please see screenshot of map, below.



Please Acknowledge Receipt of Addendum No. 1:

Bidder's Signature

9/13/23

Date

State of Florida Department of State

I certify from the records of this office that RAZORBACK LLC is a limited liability company organized under the laws of the State of Florida, filed on September 18, 2008.

The document number of this limited liability company is L08000089307.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023, that its most recent annual report was filed on January 23, 2023, and that its status is active.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-eighth day of February, 2023



Secretary of State

Tracking Number: 6844123628CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication



Department of State / Division of Corporations / Search Records / Search by Entity Name /

Detail by Entity Name

Florida Limited Liability Company

RAZORBACK LLC

Filing Information

Document Number

L08000089307

FEI/EIN Number

26-3447303

Date Filed

09/18/2008

State

FL

Status

ACTIVE

Last Event

REINSTATEMENT

Event Date Filed

02/22/2011

Principal Address

177 Anclote Road

TARPON SPRINGS, FL 34689

Changed: 02/08/2021

Mailing Address

177 Anclote Road

TARPON SPRINGS, FL 34689

Changed: 02/08/2021

Registered Agent Name & Address

HOULLIS, ANTHONY M 276 KNOLLWOOD ROAD TARPON SPRINGS, FL 34688

Authorized Person(s) Detail

Name & Address

Title MGRM

HOULLIS, ANTHONY M 276 KNOLLWOOD ROAD TARPON SPRINGS, FL 34688

Annual Reports

Report Year

Filed Date

2021

02/08/2021

2022	01/26/2022
2023	01/23/2023

Document Images

01/23/2023 - ANNUAL REPORT	View image in PDF format
01/26/2022 ANNUAL REPORT	View image in PDF format
02/08/2021 ANNUAL REPORT	View image in PDF format
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02/22/2011 REINSTATEMENT	View image in PDF format
03/04/2009 ANNUAL REPORT	View image in PDF format
09/18/2008 Florida Limited Liability	View image in PDF format

For the Department of State Physics on Assessment on

NEW BUSINESS

ITEM # 18

RECOMMENDATION TO AWARD
CONTRACT(S) TO ANDY EASTON
ASSOCIATES & GUARDIAN CRM, INC. FOR
PROFESSIONAL GRANT WRITING AND
ADMINISTRATION SERVICES.



City of Bushnell Bid Opening

Tabulation & Recommendation For: 2023-03: Grant Writing and Administration Services		
Bid Amt	Notes / Comments:	
\$		
sulting s		
<u> </u>		
\$		
\$		
\$		
\$		
\$		
n & Associates AN	2 Guardian CRM, Inc.	
	Date:	
	Date: 9-21-2023	
	Date:	
	Bid Amt Sulting s s s s s s s Associates AN	

INTEROFFICE MEMORANDUM

TO:

HONORABLE CITY COUNCIL

FROM:

GRANT WRITING & ADMINISTRATION SERVICES SELECTION COMMITTEE

SUBJECT: APPLICANT RANKING

DATE:

9/21/2023

City Staff advertised and pursued Requests for Proposals from qualified consultants with expertise in grant writing and administration services. The deadline for bid opening was on Friday, September 15, 2023. The City received proposals from the firms listed below, and each firm's total score (the combined score from all committee members) is included. The City has the option to enter into a contract with multiple firms, and is recommending both Andy Easton & Associates and Guardian Community Resource Management, Inc.

	Total Score
Firm	(Out of a Possible 300)
Andy Easton & Associates	263
Guardian Community Resource Management, Inc.	267
Integrated Solutions Consulting, Corp	253

RANKING SHEET RFP 2023-03, Grant Writing & Administration Services Sep-23

Proposing Company Information	Qualification	ns & Experience	Availability	References	Cost	Score
	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Maximum 100
Company Name	Capability & qualifications of the proposer to deliver the proposed services.	Proven experience as demonstrated with recent contracts/projects for local government agencies in Florida.	Resources & Availability	Client References & Past Performance	Costs Proposed	Overall Total Score Out of Possible 100
Guardian	15	15	15	13	20	78
Interrated	14	15	13	12	19	73
Integrated Andy Easton	14	13	14	15	18	78
δ						

^{*******}Please score each company on the scales listed above for each ranking criteria.

RANKING SHEET RFP 2023-03, Grant Writing & Administration Services Sep-23

Proposing Company Information	Qualification	ns & Experience	Availability	References	Cost	Score
	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Maximum 100
Company Name	Capability & qualifications of the proposer to deliver the proposed services.	Proven experience as demonstrated with recent contracts/projects for local government agencies in Florida.	Resources & Availability	Client References & Past Performance	Costs Proposed	Overall Total Score Out of Possible 100
Guardian Community	19	30	19	19	17	94
Intergrated Solutions	15	17	19	30	19	90
Andy Easton Associates	17	18	17	19	18	89

^{******}Please score each company on the scales listed above for each ranking criteria.

RANKING SHEET RFP 2023-03, Grant Writing & Administration Services Sep-23

Proposing Company Information	Qualification	ns & Experience	Availability	References	Cost	Score
	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Minimum 0/Maximum 20	Maximum 100
Company Name	Capability & qualifications of the proposer to deliver the proposed services.	Proven experience as demonstrated with recent contracts/projects for local government agencies in Florida.	Resources & Availability	Client References & Past Performance	Costs Proposed	Overall Total Score Out of Possible 100
Guarchan Community Resour	20	20	20	20	15	95
Integrated Solutions Consulterry	10	20	20	20	20	90
Andy Easton & Associates	20	20	18	20	18	96

^{*******}Please score each company on the scales listed above for each ranking criteria.



City of Bushnell, Florida

Request for Proposal for Professional Grant Writing and Administration Services

RFP 2023-03

CALENDAR OF EVENTS / RFP TIMELINE

Listed below are the important dates and times by which the actions noted must be completed. All dates are subject to change by the "CITY" OF BUSHNELL. If the "CITY" OF BUSHNELL finds it necessary to change any of these dates or times prior to the due date, the change will be accomplished by addendum.

ACTION	COMPLETION DATE
Issue RFP	August 24, 2023
Last Day for Questions	September 8, 2023, 5:00 p.m.
Addendums Posted (If Necessary)	September 11, 2023
Submission Deadline	September 15, 2023, 4:00 p.m.
Selection Committee Review Begins	September 18, 2023
Vendor Presentations (If Necessary)	TBD (If Necessary)
Final Recommendation to City Council	October 2, 2023

PART 1 - INTENT AND GENERAL INFORMATION

REQUEST FOR PROPOSALS

Sealed proposals will be received by the "CITY" OF BUSHNELL at "CITY" Hall located at 117 E. Joe P. Strickland Jr. Ave., Bushnell, Florida 33513 until 4:00 p.m. on September 15, 2023. Proposers shall take careful notice of the following conditions of this Request for Proposals:

- Submissions by FAX or other electronic media will not be accepted under any circumstances. Late submissions will not be accepted under any circumstances.
- Submitters may withdraw and/or replace proposals at any time until the deadline for submission of proposals.
- All questions received by September 8, 2023, at 5:00 p.m. will be considered. Questions will not be answered over the phone. Questions regarding the RFP process must be in writing and sent via email to Morgan Wilson, Grant/Finance Administrator, at mwilson@cityofbushnellfl.com.
- Do not attempt to contact any Selection Committee Member, staff member or any
 person other than Morgan Wilson for questions relating to this project. Anyone
 attempting to lobby "CITY" OF BUSHNELL representatives may be disqualified. The
 Selection Committee Members shall be appointed by the City Manager.
- Any bidder affected adversely by an intended decision with respect to the award of any bid, shall file with the "CITY" Clerk's Office for the "CITY" OF BUSHNELL, a written notice of intent to file a protest not later than seventy-two (72) hours (excluding Saturdays, Sundays, and legal holidays), after the posting of the bid tabulation. Bid protest procedures may be obtained in the "CITY" Clerk's Office, "CITY" Hall, 117 E. Joe P. Strickland Jr. Ave., Bushnell, Florida 33513 between 8:00 A.M. to 5:00 P.M., Monday through Friday.
- IT IS THE SOLE RESPONSIBILITY OF EACH RESPONDENT TO MONITOR BUSHNELL'S WEBSITE (WWW.CITYOFBUSHNELLFL.COM) AND "DEMANDSTAR" FOR ANY AND ALL BID DOCUMENTS, INCLUDING ADDENDUMS.

PROPOSAL DOCUMENTS CHECKLIST OF ITEMS REQUIRED TO BE SUBMITTED

The following documents and forms, in the following arrangement, must accompany each Proposal Package or alternate RFP submitted:

- One (1) original, one (1) electronic single PDF version on a CD or Flash Drive of the original RFP in its entirety, not password protected, <u>and</u> four (4) copies of the "VENDOR"'s original submittal packet.
- RFP Cover Page. This is to be used as the first page of the RFP. This form must be fully completed and signed by an authorized officer of the "VENDOR."
- Tab A Statement of Interest
- Tab B "VENDOR" Profile (Form 1)
- Tab C Team Composition and Resumes
- Tab D Bid Form (Form 2)
- Tab E Illustrative Work (Form 3)
- Tab F References
- Tab G Additional Information
- Tab H Additional Required Documents
 - o Proposer's Certification/Addenda Acknowledgement Form
 - o Proposal Form
 - Statement of Terms and Conditions statement must be signed and returned with the RFP form.
 - o Hold Harmless Agreement
 - A sworn, notarized Drug Free Workplace Certificate must accompany each Proposal Package or alternate RFP.
 - o Public Entity Crimes Form
 - o Conflict of Interest Disclosure Form
 - A separate sheet or sheets clearly identified and numbered, of Exceptions or Deviations from the minimum specifications, must be attached to the Proposal Form (if applicable).
 - A Certificate of Insurability (COI) shall accompany each Proposal or alternate proposal, in the amounts as prescribed by the "CITY."
 - o E-Verify Document

PART 2 - INTRODUCTION

PURPOSE

The City of Bushnell, Florida ("CITY") is interested in selecting qualified contractors or individuals ("VENDOR") that can provide the required services pursuant to Section 287.057, Florida Statutes. The "CITY" requests that qualified "VENDOR"s submit letters of interest and proposals for consideration. The "CITY" may select, or not select, at their sole discretion, any contractor(s) that the "CITY" feels will best address their needs.

SELECTION PROCESS

Selection will be based on the criteria as defined within this Request for Proposal. Selection of the "VENDOR" will be in accordance with Florida Statute 287.057, through the following process:

PROPOSAL SUBMISSION FORMAT AND REQUIREMENTS

To be considered, prospective "VENDOR" must submit a complete response as required by the RFP checklist of items found in Part 1. "VENDOR" must submit evidence of their ability to provide complete, thorough, and comprehensive responses and information for each of the components of the RFP.

GENERAL SELECTION CRITERIA

The "CITY"'s intent is to minimize the cost to "VENDOR"s who are responding to this request for proposals, therefore you are encouraged to be brief and succinct. Thick volumes of background and general marketing material will not be appreciated and will not carry favor with the reviewers. We are seeking thoughtful, tightly focused proposals that document your "VENDOR"'s suitability for the services requested. The services being sought under this RFP are considered to be professional in nature. The "VENDOR" will be evaluated based upon the capabilities of the respondents and will result in an award that is in the best interest of the "CITY." Factors to be considered in the evaluation include:

- Capability and Qualifications of the proposer to deliver the proposed services.
- o Proven experience as demonstrated with recent contracts/projects for local government agencies within the State of Florida.
- o Resources and Availability
- o Client References and Past Performance
- o Prices Proposed

ADDITIONAL CONDITIONS

- o The "CITY" reserves the right to reject any or all proposals received, to request additional information, or to extend the deadline for submittals.
- O Confidentiality of Documents: Upon receipt of proposals by the "CITY," the proposals shall become the property of the "CITY" without compensation to the proponent, for disposition or usage by the "CITY" at its discretion. Pursuant to Florida Statute, Section 119.071(1)(b)2, all proposals submitted shall be subject to review as public records 30 days from opening, or earlier if an intended decision is reached before the 30-days expires.
- Costs to Prepare Responses: The "CITY" assumes no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of these proposals.

 Equal Employment Opportunity: During the performance of this Contract, the "VENDOR" agrees as follows: The "VENDOR" will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, place of birth, or physical handicap.

EXAMINATION OF PROPOSAL DOCUMENTS

- Each "VENDOR" shall carefully examine the Scope of Work and other applicable
 documents and inform himself/herself thoroughly regarding any and all conditions and
 requirements that may in any manner affect cost, progress or performance of the work to
 be performed under the Contract. Ignorance on the part of the CONTRACTOR will in no
 way relieve him/her of the obligations and responsibilities assumed under the Contract.
- Should a "VENDOR" find discrepancies, ambiguities in, or omissions from the Scope of Work, or should he/she be in doubt as to their meaning, he/she shall at once notify the "CITY" of Bushnell in writing.

INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

- No oral interpretations will be made to any "VENDOR" as to the meaning of the RFP/Contract Documents. Any questions or request for interpretation received IN WRITING by "CITY" of Bushnell before the stated deadline will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed prior to the established RFP opening date. Each "VENDOR" shall acknowledge receipt of such addenda in the space provided on the Proposal Form.
- o In case any "VENDOR" fails to acknowledge receipt of such addenda or addendum, his/her RFP package will nevertheless be construed as though it had been received and acknowledged and the submission of his/her RFP will constitute acknowledgment of the receipt of same. All addenda are a part of the RFP Documents, and each "VENDOR" will be bound by such addenda, whether or not received by him/her. It is the responsibility of each "VENDOR" to verify that he/she has received all addenda issued before the established RFP scheduled deadline.

GOVERNING LAWS AND REGULATIONS

The "VENDOR" is required to be familiar with, and shall be responsible for, complying with all federal, state, and local laws, ordinances, rules, and regulations that, in any manner, affect the work.

PREPARATION OF PROPOSAL

Signature of the "VENDOR:" The "VENDOR" must sign the Proposal forms in the space provided for the signature. If the "VENDOR" is an individual, the words "Doing Business As ______," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the "VENDOR"s name and the words, "Member of the "VENDOR" should be written beneath such signature. If the "VENDOR" is a corporation, the title of the officer signing the RFP on behalf of the corporation must be stated and evidence of his authority to sign the RFP forms must be submitted. The "VENDOR" shall state in the Proposal Form the name and address of each person interested therein.

FISCAL YEAR FUNDING APPROPRIATION

Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interest of the "CITY" of Bushnell, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and

funds are available for the fiscal period at the time of the contract. Payment and performance obligations for succeeding fiscal periods shall be subject to appropriation by the "CITY" of Bushnell funds thereafter.

When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be cancelled and the Contractor shall be entitled to reimbursement for the reasonable value of any nonrecurring cost incurred but not advertised in the price of the supplied or services delivered under the contract or otherwise recoverable.

TAX EXEMPT STATUS

The "CITY" of Bushnell is a governmental agency under Florida law and exempt from Florida sales tax. The tax-exempt number will be provided upon request. This exemption does not apply to goods and services purchased separately by a Contractor in connection with its contract obligations. The Contractor shall be responsible for paying any taxes, fees, or similar payments that are required to be paid in connection with the contract work.

PROTECTION OF RESIDENT WORKERS

The "CITY" of Bushnell actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Contractor shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment. The Contractor must be able to verify an employee's eligibility to work in the U.S. upon demand by the "CITY" of Bushnell throughout the duration of the contract.

CITY OF BUSHNELL

The "CITY" of Bushnell is a unit of local government and, as such, reserves the right to reject any and/or all RFP packages, reserves the right to waive any informalities or irregularities in the RFP or examination process, and reserves the right to award the RFP and/or contracts in the best interest of the "CITY" of Bushnell.

CONFLICT OF INTEREST DISCLOSURE

Each Respondent shall complete and have notarized the attached disclosure form of any potential conflict of interest that the Respondent may have due to ownership, contracts, or interest associated with this project.

PUBLIC ENTITY CRIMES

Pursuant to Section 287.132 and 287.133 Florida Statutes, the "CITY," as a public entity, may not consider a proposal package from, award any contract to, or transact any business in excess of the threshold amount set forth in Section 287.017 Florida Statutes with any person or affiliate on the convicted contractor list for the time periods specified unless such person has been removed from the list pursuant to law.

TRUTH IN NEGOTIATIONS

The Respondent certifies to Truth-in-negotiations and the wage rates and other factual unit cost supporting the compensation are accurate, complete, and current at the time of contracting. Further, the original contact amount and any additions thereto shall be adjusted to exclude any significant sums where the "CITY" determines the contract price was increased due to in accurate, incomplete, or non-current wage rates and other factual unit costs. Such adjustment must be made within one (1) year following the end of the contract.

RIGHT TO AUDIT RECORDS

The "CITY" of Bushnell shall be entitled to audit the books and records of the Contractor or any sub-Contractor to the extent that such books and records relate to the performance of the Agreement or any sub-contract to the Agreement. Such books and records shall be maintained by the Contractor for a period of three (3) years from the date of final payment under the Agreement and by the sub-Contractor for a period of three (3) years from the date of final payment under the sub-contract unless a shorter period is otherwise authorized in writing.

TERM OF CONTRACT

Services performed pursuant to this contract shall commence upon execution of the agreement and continue as necessary to perform and complete all the work required. The term of the Contract resulting from the solicitation, shall be for an initial twenty-four (24) month period. The Contract may, by mutual assent of the parties, be extended for two (2) additional twelve (12) month periods or portions thereof, up to a cumulative total of forty-eight (48) months.

PURCHASING AGREEMENTS WITH OTHER GOVERNMENT AGENCIES

At the option of the awarded "VENDOR," the submission of any bid in response to this Request for Proposal (RFP) constitutes a bid made under the same terms and conditions, for the same contract price, to other governmental agencies including the State of Florida and its agencies, political subdivisions, counties, and cities. Each governmental agency desiring to accept these bids, and make an award thereof, shall do so independently of any other governmental agency. Each agency shall be responsible for its own purchases, and each shall be liable only for materials ordered and received by it and no agency assumes any liability by virtue of this bid.

PART 3 - SCOPE OF SERVICES

The "CITY" of Bushnell is requesting sealed proposals from individuals or Contractors to provide grant writing and administration services for eligible projects. Grant services may include, but are not limited to, such grants as, Florida Recreational Development Assistance Program (FRDAP), Recreational Trails Program (RTP), Land and Water Conservation Fund (LWCF), Energy and Efficiency Grants (DOE), Historic Preservation Grants, Florida Community Trust — Florida Forever Program (FCT), Federal Emergency Management Agency Grants (FEMA), Department of Environmental Protection Grants, State Revolving Fund (SRF), Water Management District Cooperative Funding, Non-Point Pollution/TMDL Grants (FDEP), Florida Department of Transportation (FDOT), Community Development Block Grants (CDBG), special appropriations and other applicable grant and low-interest loan funds through the Federal, State, or other public sources. The proposer shall provide a grant application cost of listed programs, along with cost associated with the administration of awarded grants. Grant writing and administration fees outside the identified programs may be negotiated on a case-by-case basis as a lump sum or percentage of the awarded grant.

- 1. Grant writing services shall include, but are not limited to, reviewing the existing project information, background data and other information available to develop a complete application for the CITY, providing recommendations on content and approach in the application; advising the CITY on mixing and leveraging of funds (if any); identifying any needs for application enhancement or backup documentation; writing the complete grant application for CITY comment and use in requesting funds; providing technical assistance to CITY staff in follow up to the application submittal to address any CITY questions.
- 2. Grant/loan program management services shall include, but not be limited to: conducting review(s), coordinating with funding agencies, developing and administering agency contract(s), requesting, tracking and managing program funds in compliance with program guidelines, developing required public record systems, Davis-Bacon record-keeping requirements, advising and managing any required technical services or criteria, developing appropriate agency reports, schedules and certifications, coordinating and conducting any required public input, providing reports and technical assistance, and developing any annual and closeout agency submissions.

CRITERIA FOR SELECTION OF CONTRACTORS

Proposals shall be reviewed by a selection committee, ranked based on the following criteria, and negotiation for contracts shall follow the order of ranking from highest to lowest score. Evaluation and ranking shall be based upon the criteria herein and the highest ranked Contractor shall be determined by tally of the number one ranked proposer(s) among the selection committee. The selection process shall be open to the public and records maintained in accordance with requirements.

PART 4 - EVALUATION AND AWARD

RFP EVALUATION

This Request for Proposals includes following all the procedures in this document and sending the sealed RFP information to the "CITY" of Bushnell by the due date and time. Once the RFPs are received, the Selection Committee members will independently review each submittal and score each RFP based on the evaluation criteria. All RFPs received in accordance with this Request for Proposals will be evaluated using the following criteria.

Evaluation Scoring Criteria

Criteria	Possible Points
Capability and qualifications of the proposer to deliver the proposed services.	20
Proven experience as demonstrated with recent contracts/projects for local government agencies within the State of Florida.	20
Resources and Availability	20
Client References and Past Performance	20
Costs Proposed	20
Total:	

PROCEDURE REQUIREMENTS

Proposal submittals will be reviewed and ranked by the "CITY"'s Selection Committee and oral presentations/interviews may be requested from a short list of finalists selected by the Committee as a result of their evaluation of the initial Request for Proposals. The Committee will recommend its ranking of the top "VENDOR" to the "CITY" Council for approval. The "CITY" of Bushnell reserves the right to revise and/or limit the scope of professional services and to reject any and all proposals. The "CITY" reserves the right to contract with multiple Respondents for the work.

KEY CONTRACTOR PERSONNEL

In submitting a proposal package, the Respondent is representing that each person listed or referenced in the proposal package shall be available to perform the services described for the "CITY" of Bushnell, barring illness, accident, or other unforeseeable events of a similar nature in which case the Respondent must be able to promptly provide a qualified replacement. In the event the Respondent wishes to substitute personnel, the Respondent shall propose a person with equal or higher proposals and each replacement person is subject to prior written "CITY" of Bushnell approval. In the event the requested substitute person is not satisfactory to the "CITY" of Bushnell and the matter cannot be resolved to the satisfaction of the "CITY," the "CITY" of Bushnell reserves the right to cancel the contract for cause.

NEGOTIATION

The "CITY" of Bushnell reserves the right to negotiate any and all elements of this response.

AWARD OF RESPONSE

The "CITY" of Bushnell reserves the right to reject any or all responses, to waive any minor informality or irregularity in any response, and to make award to the response(s) deemed to be most advantageous to the "CITY" of Bushnell.

CONFLICT OF INTEREST

If any officer, director, or agent of your organization is also an employee of the "CITY" of Bushnell, then you shall clearly identify in your response the name of the individual(s) and the position he or she holds in your organization. Further, you shall disclose the name(s) of any "CITY" employee(s) who owns, directly or indirectly, any interest in your organization or any of its branches. This does not include stock in a publicly traded organization unless the individual holds more than a ten percent (10%) stake. You shall complete and have notarized a Conflict-of-Interest Form (Form A - 1) and include it in your proposal package.

If there is a conflict of interest as defined above and by Florida Statutes, Chapter 112, Part III, Code of Ethics for Public Officers and Employees, then the Respondent cannot be considered for award.

RESTRICTED DISCUSSIONS

From the date of issuance of the RFP until final "CITY" of Bushnell action, the Respondent shall not discuss the RFP or any part thereof with any employee, agent, or representative of the "CITY" of Bushnell except as expressly authorized by the "CITY" of Bushnell point of contact identified in this RFP above for this solicitation. Violation of this restriction will result in REJECTION of the Respondent's proposal package.

No negotiations, decisions, or actions shall be initiated or executed by the Respondent as a result of any discussions with any "CITY" of Bushnell employee. Only those communications that are in writing from the authorized "CITY" of Bushnell point of contact, Morgan Wilson, shall be considered pertinent to this RFP. Only communications from the Respondent that are in writing will be recognized by the "CITY" of Bushnell as duly authorized expressions on behalf of the Respondent.

AWARD

It is understood that the "CITY" of Bushnell is not obligated to make an award under, or as a result of, this RFP or to award such contract. The "CITY" of Bushnell reserves the right to award such contract, if any, to the best qualified Respondent(s).

The "CITY" of Bushnell has the sole discretion and reserves the right to cancel this RFP, and to reject any and all proposal packages, to waive any and all informalities and/or irregularities, or to re-advertise with either the identical or revised specifications, if it is deemed to be in the "CITY" of Bushnell's best interest to do so.

STANDARD INSURANCE REQUIREMENTS

The Contractor shall maintain, on a primary basis and at its sole expense, at all times while performing work for the "CITY" of Bushnell, the "Standard Insurance Requirements" described herein. Contractors responding to a Request for Proposal, Request for Qualifications, or an Invitation to Bid shall provide with their submittal, a Certificate of Insurance (COI) or a letter from the insurance company stating required coverage is obtainable. Prior to commencement of any work being done for the "CITY" of Bushnell, a COI will be required. Work is defined as any service provided to the "CITY" of Bushnell by a "VENDOR"/Contractor who must access "CITY" property in order to provide the service(s). The requirements contained herein, as well as the "CITY" of Bushnell's review or acknowledgement, is not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by the Contractor under this contract.

Financial Rating of Insurance Companies

All insurance companies must have a financial rating of **A** or higher by A.M. Best Company, Inc., with the exception of self-insured insurance companies.

Commercial General Liability Insurance

The Contractor shall maintain Commercial General Liability Insurance at a limit of liability not less than \$1,000,000 each occurrence and \$2,000,000 annual aggregate. Due to the nature of the work involved, Contractors performing program and/or contract management services are required to maintain \$1,000,000 each occurrence and \$1,000,000 annual aggregate. The coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Independent Contractors, Broad Form Property Damage, X-C-U Coverage, Contractual Liability or Cross Liability. The self-insured retention or deductible shall not exceed \$25,000.

Business Automobile Liability Insurance

The Contractor shall maintain Business Automobile Liability Insurance at a limit of liability not less than \$500,000 each occurrence. Coverage shall include liability for owned, non-owned and hired automobiles. In the event the Contractor does not own automobiles, the Contractor shall maintain coverage for hired and non-owned auto liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Worker's Compensation Insurance & Employers Liability Insurance

The Contractor shall maintain its own Worker's Compensation Insurance and Employers Liability in accordance with Florida Statute Chapter 440. (NOTE: Elective exemptions or coverage through an employee leasing arrangement will be on a case-by-case basis).

<u>Umbrella or Excess Liability Insurance (needed for large contracts)</u>

The Contractor shall maintain either a Commercial Umbrella or Excess Liability Insurance at a limit of liability not less than \$2,000,000 each occurrence and \$2,000,000 aggregate. The Contractor shall endorse the "CITY" of Bushnell as an "Additional Insured" on the Umbrella or Excess Liability Insurance, unless the Commercial Umbrella/Excess Liability Insurance provides coverage on a pure "True Follow-Form" basis, or the "CITY" of Bushnell is automatically defined as an additional protected person. Any self-insured retention or deductible shall not exceed \$25,000.

<u>Professional or Errors & Omissions Liability Insurance (when applicable)</u>

The Contractor shall maintain a Professional Liability or Errors and Omissions policy at a limit of liability no less than \$2,000,000. The Contractor shall endorse the "CITY" of Bushnell as an "Additional Insured" on the Professional and/or Errors & Omissions Liability Insurance.

Additional Insured

The Contractor shall endorse the "CITY" of Bushnell as an Additional Insured on the Commercial General Liability Insurance with a CG 2010 Additional Insured – "CITY"s, Lessees, or Contractors, or CG2026 Additional Insured – "CITY"s, Lessees, or Contractors – Scheduled Person or Organization endorsement, or similar endorsement providing equal or broader Additional Insured coverage.

In addition, the Contractor shall endorse the "CITY" of Bushnell as an Additional Insured under the Contractor's Commercial Umbrella/Excess Liability as required herein.

Indemnification

The Contractor shall indemnify and hold harmless the "CITY" of Bushnell and their elected officials, employees and volunteers from and against all claims, damages, losses and expenses, including legal costs arising out of or resulting from the performance of this contract, provided that any such claim, damage, loss or expense is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangible property, including the loss or loss of use resulting there from, and is caused in whole or in part by any negligent act or omission of the Contractor.

Deductibles, Coinsurance Penalties, & Self-Insured Retention

The Contractor shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, coinsurance penalty, self-insured retention, or coverage exclusion or limitation. For deductible amounts that exceed the amounts stated herein that are acceptable to the "CITY" of Bushnell, the Contractor shall, when requested by the "CITY" of Bushnell, maintain a Commercial Surety Bond in an amount equal to said deductible amount.

Waiver of Subrogation

The Contractor shall provide a Waiver of Subrogation in favor of the "CITY" of Bushnell, Contractor, sub-Contractor, architects, or engineers for each required policy providing coverage during the life of this Contract. When required by the insurer, or should a policy condition not permit the Contract or to enter into a pre-loss agreement to waive subrogation without an endorsement, then the Contractor shall notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or an equivalent endorsement. This Waiver of Subrogation requirement shall not apply to any policy which includes a condition specifically prohibiting such an endorsement, or voids coverage should the Contractor enter into such an agreement on a pre-loss basis.

Right to Revise or Reject

The "CITY" of Bushnell reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverages and endorsements based on insurance market conditions affecting the availability or affordability of coverage; or changes in the scope of work/specifications affecting the applicability of coverage. Additionally, the "CITY" of Bushnell reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein, or any insurer(s) providing coverage due to its poor financial condition or failure to operate legally. In such events, the "CITY" of Bushnell shall provide the Contractor written notice of such revisions or rejections.

No Representation of Coverage Adequacy

The coverages, limits or endorsements required herein protect the primary interests of the "CITY" of Bushnell, and these coverages, limits or endorsements shall in no way be required to be relied upon when assessing the extent or determining appropriate types and limits of coverage to protect the Contractor against any loss exposures, whether as a result of the Project or otherwise.

Certificate(s) of Insurance (COI)

The Contractor shall provide the "CITY" of Bushnell with a COI clearly evidencing that all coverage, limits and endorsements required herein are maintained and in full force and effect. A minimum thirty (30) day endeavor to notify due to cancellation or non-renewal of coverage shall be identified on each Certificate of Insurance. In the event the "CITY" of Bushnell is notified that

a required insurance coverage will cancel or expire during the period of this Contract, the Contractor agrees to furnish the "CITY" of Bushnell prior to the expiration of such insurance, a new Certificate of Insurance evidencing replacement coverage. When notified by the "CITY" of Bushnell, the Contractor agrees not to continue work pursuant to this Contract, unless all required insurance remains in effect. The "CITY" of Bushnell shall have the right, but not the obligation, of prohibiting the Contractor from entering the Project site until a new COI is provided to the "CITY" of Bushnell evidencing the replacement coverage. The Contractor agrees the "CITY" of Bushnell reserves the right to withhold payment to the Contractor until evidence of reinstated or replacement coverage is provided to the "CITY" of Bushnell. If the Contractor fails to maintain the insurance as set forth herein, the Contractor agrees the "CITY" of Bushnell shall have the right, but not the obligation, to purchase replacement insurance, and the Contractor agrees to reimburse any premiums or expenses incurred by the "CITY" of Bushnell.

The Contractor agrees the Certificate(s) of Insurance shall:

- Clearly indicate the "CITY" has been endorsed on the Commercial General Liability Insurance with a <u>CG 2010 Additional Insured – "CITY"s, Lessees, or Consultants, or CG 2026 Additional Insured – "CITY"s, Lessees, or Contractors – Scheduled Person or <u>Organization endorsement</u>, or similar endorsement providing equal or greater Additional Insured coverage.
 </u>
- 2. Clearly indicate the "CITY" of Bushnell is endorsed as an Additional Insured, or Loss Payee, on the Builder's Risk Insurance, and when applicable, Additional Insured on the Commercial Umbrella/Excess Liability Insurance as required herein.
- 3. Clearly identify each policy's limits, flat & percentage deductibles, sub limits, or self-insured retentions, which exceed the amounts or percentages set forth herein.
- 4. Clearly indicate a minimum thirty (30) day endeavor to notify requirement in the event of cancellation or non-renewal of coverage.
- 5. Forward original to and clearly indicate Certificate Holder and Additional Insured as follows:

City of Bushnell 117 E Joe P. Strickland Jr. Ave Bushnell, FL 33513

The Contractor shall be responsible for all sub-consultants and their insurance.

All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by the "CITY" of Bushnell. At the option of the "CITY" of Bushnell, the insurer shall reduce or eliminate such deductible or self-insured retention; or the Contractor shall be required to procure a bond guaranteeing payment of losses and related claims expenses.

All insurance companies must be authorized to transact business in the State of Florida.

The "CITY" of Bushnell shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Contractor and/or subconsultant providing such insurance.

Failure to obtain and maintain such insurance as set out above will be considered a breach of contract and may result in termination of the contract for default.

Neither approval by the "CITY" of Bushnell of any insurance supplied by the Contractor, nor a failure to disapprove that insurance, shall relieve the consultant of full responsibility of liability, damages and accidents as set forth herein.

PART 5 - PROPOSAL DOCUMENTS

ECONOMY OF PRESENTATION

Each proposal package shall be prepared simply and economically, providing a straightforward, concise description of the Respondent's capabilities to satisfy the conditions and requirements of this RFP. Emphasis in each proposal package must be on completeness and clarity of content. To expedite the evaluation of proposal packages, it is mandatory that Respondent follow the format and instructions contained herein. The "CITY" of Bushnell is not liable or responsible for any costs incurred by any Respondent in responding to this RFP including, without limitation, costs for presentations and/or demonstrations if requested.

PROPOSAL PACKAGE GUIDELINES

To facilitate analysis of its proposal package, the Respondent shall prepare its proposal package in accordance with the instructions outlined in this section and the checklist of items found in Part 1. If the Respondent's proposal package deviates from these instructions, such proposal package may, in the "CITY" of Bushnell sole discretion, be rejected.

The "CITY" OF BUSHNELL EMPHASIZES THAT THE RESPONDENT CONCENTRATE ON ACCURACY, COMPLETENESS, AND CLARITY OF CONTENT

<u>Indexing</u> - Each section may contain a more detailed table of contents to delineate the subsections within that section. Tab indexing shall be used to identify sections.

<u>Page Size and Format</u> - Page size shall be 8.5 x 11 inches, not including foldouts. Pages shall be single-spaced. The text size shall be 11 point or larger. Pages shall be numbered sequentially by section.

Legible tables, charts, graphs, and figures shall be used wherever practical to depict organizations, systems and layouts, implementation schedules, plans, etc. These displays shall be uncomplicated, legible and shall not exceed eleven (11) by seventeen (17) inches in size. Foldout pages shall fold entirely within the section, and count as a single page. Foldout pages may only be used for large tables, charts, graphs, diagrams, and schematics, and not for pages of text.

Responses must be limited to eighty (80) pages. Covers, tables of contents and divider tabs will not count as pages, provided no additional information is included on those pages. Work product samples (reports, schedules, etc. provided in response) will not be counted in the eighty (8 0) page limit. Package the work product samples separately from the proposal, labeling the sample clearly.

PROPOSALS PACKAGE SECTIONS

The Respondent shall organize its proposal package into the following major sections:

TABLE OF CONTENTS

Tab A

STATEMENT OF INTEREST: To be submitted on the "VENDOR" is letterhead. The statement of interest shall:

- Concisely state the "VENDOR"'s understanding of the services required by the "CITY" of Bushnell
- Include additional relevant information not requested elsewhere in the RFP.

 The signature on the statement shall be that of a person authorized to represent and bind the "VENDOR."

Tab B

"VENDOR" PROFILE: Complete Form 1. Attach a copy of the "VENDOR" s current State of Florida, "CITY," or Professional Regulation License to perform business.

Tab C

TEAM COMPOSITION and RESUMES: Provide an organizational chart showing any sub-Contractors and the relationship to the team. Provide resumes for key team members, not to exceed two pages each. Attach a copy of each person's current Professional Regulation License.

Tab D

BID FORM: Complete Form 2.

Tab E

ILLUSTRATIVE WORK: Complete Form 3 (Form 4 may be reproduced and attached in sequence).

Tab F

REFERENCES: Provide a minimum of five references for work performed similar to the scope of this RFP. References must be for current, or recent, projects, and must be for the proposed project team members.

Tab G

ADDITIONAL INFORMATION: Provide information describing the "VENDOR"'s approach to performing the work advertised in Scope of Services of the RFP. Provide information demonstrating an understanding of the needs of the "CITY" of Bushnell. Provide other information that the "VENDOR" deems applicable to this RFP.

Tab H

ADDITIONAL REQUIRED DOCUMENTS: As specified in Part 1 of this RFP, listed within the Proposal Documents Checklist of Items Required to be submitted.

RFP COVER PAGE

Name of "VENDOR," Entity or Organization:
 MDDR PRORIDE Completes and Albert scale within 1997 (Children Spring State of Control of Control of Spring S
Federal Employer Identification Number (FEIN):
Unique Entity Identification Number (UEI#):
State of Florida License Number (If Applicable):
Name of Contact Person:
Title:
Email Address:
Mailing Address:
Street Address (If Different):
City, State, ZIP:
Telephone: Fax:
Organizational Structure – Please Check One:
□Corporation □Partnership □Proprietorship □Joint Venture □Other
If a Corporation: Date of Incorporation: State of Incorporation:
States Registered in as Foreign Corporation:
Authorized Signature:
Print Name:
Signature:
Title: Phone:
This document must be completed and returned with your submission.

PROPOSER'S CERTIFICATION

Submit To:	
City of Bushnell	City of Bushnell
215 E. Joe P. Strickland Jr. Ave.	Request for Proposal (RFP)
Bushnell, FL 33513	Certification and Addenda
352-793-2951	Acknowledgement
352-793-2711 (Fax)	
	ue Time: 4:00 p.m. RFP 2023-03
Title: Professional Grant Writing and	
Vendor Name:	Phone Number:
Vendor Mailing Address:	Fax Number:
City/State/ZIP:	Email Address:
"I, the undersigned, certify that I have reviewed the addenda listed timely commencement will be considered in award of this RFP are commencement time is not met, and that untimely commencement the services will meet or exceed the RFP requirements. I, the una specifications, terms, and conditions as applicable for this Reque quality and type of coverage and services specified. I further decivith any other Offeror and have not colluded with any Offerors or	nd that cancellation of award will be considered if ent may be cause for termination of contract. I further certify that dersigned, declare that I have carefully examined the RFP, est, and that I am thoroughly familiar with all provisions and the lare that I have not divulged, discussed, or compared this RFP
Addendum # Addendum # Addendum #	Addendum # Addendum #
"I certify that this quote is made without prior understanding, agree person submitting an RFP for the same material, supplies, equipor fraud. I agree to abide by all conditions of this RFP and certify compliance with all requirements of the RFP, including but not lin agency for "CITY" of Bushnell, respondent agrees that if this RFF transfer to the "CITY" of Bushnell all rights, title and interest in an the anti-trust laws of the United States for price fixing relating to the "CITY." At the "CITY" of Bushnell's discretion, such assignme purchasing agency renders final payment to the respondent."	ment or services and is in all respects fair and without collusion that I am authorized to sign this response and that the offer is in nited to certification requirements. In conducting offers with an P is accepted, the respondent will convey, sell, assign, or led to all causes of action it may now or hereafter acquire under the particular commodities or services purchased or acquired by
Authorized Agent Name, Title (Print)	Authorized Signature, Date
This form must be completed and	d returned with your submission.

PROPOSALS FORM FOR CITY OF BUSHNELL



Name of "VENDOR" Submitting Proposals
Name of Person Submitting Proposals
PROPOSER ACKNOWLEDGMENT "The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments here to attached. The "VENDOR" proposes and agrees, if this submission is accepted, to contract with the "CITY" of Bushnell to furnish all necessary materials, equipment, labor, and services necessary to complete the work covered by the RFP and Contract Documents for this Project. The "VENDOR" agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."
Signature
Date
RFP Number
[_] Check if exception(s) or deviation(s) to specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.
This form must be completed and returned with your submission.

Statement of Terms and Conditions

PUBLIC ENTITY CRIME: A person or shifted who has been placed on the convicted "VENDOR" list following a conviction for a public entity crime may not submit a proposat/bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit proposals/bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, sub-Contractor, or Contractor 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 237.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted "VENDOR" Bit.
INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless the "CITY" of Bushnell, and their elected officials, employees and volunteers from and against el claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, related to the claims, to be claims, to be claims, to save the descence personal injury or death, or to injury to or destruction of tangible properly including the loss or loss of use resulting therefrom and is caused in whole or in part by any negligent act or omission of the Contractor.

or loss of use resulting therefrom and is caused in whole or in part by any negligent act or emission of the Contractor.

PROHIBITION OF LOBBYING: During the blackout period which is the period between the time the submittals for invitation to Bid or the Request for Proposals, or Proposals, or information, as a peptication, are received at ContractaPurchasing and the time the "CITY" awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the "CITY" or any "CITY" employee other than the Grant/Finance Administrator. Violation of this provision may result in disproposal of violating party. All questions regarding this Request for Proposals (RFP) or Invitation to Bid (BID) must be submitted in writing to the "CITY"s Grant/Finance Administrator.

ANTI TRUST LAWS: By submission of a signed RFP or BID, the successful "VENDOR" acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which liegably increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statates. "VENDOR"s shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the "CITY"s at the time of the RFP or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any "VENDOR" sate than the specific properties will be made in writing in the form of an addendum and, if issued, will be mailed or sent by a viable electronic means to all attending prospective Submitters prior to the established RFP/BID opening date. Each "VENDOR" shall acknowledge receipt of such addenda in the space provided, in case any Proposer/Bidder fails to constitute acknowledgement of the receipt of same. All addenda are a part of the though it had been received and acknowledged and the submission of his bid will constitute acknowledgement of the receipt of same. All addends are a part of the RFP/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by tim. It is the responsibility of each proposer/Bidder to verify that he has received all addenda issued before RFP/BID's are opened. In the case of unit price thems, the quantities of work to be done and materials to be furnished under this RFP/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFP/BID or received. The "CITY" and/or his CONTRACTOR do not expressly or by implication represent that the actual quantities involved will correspond exactly therewish, nor shall the "VEIDDOR" plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposation December and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or turn sum prices bid.

qualities may be included to minimisted as provided retern window in any way invalidating any or the unit or furm p sum prices bid.

GOVERNING LAWS AND REGULATIONS: The "VENDOR" is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: "VENDOR"s are hereby notified that all information submitted as part of, or in support of RFP/#IDD's, will be available for public inspection ten days after opening of the RFP/#IDD's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 237 of the Florida Statutes. All RFP/#IDD's wimitted in response to this solicitation become the property of the "CITY." Unless information submitted is proprietary, copy written, trademarked, or patterned, the "CITY." Unless information submitted is proprietary, copy written, trademarked, or patterned, the "CITY" reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/#IDD, in its best interest.

TAXES: The "CITY" of Bushnel is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFP/#IDD, all "VENDOR"s shall shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, "VENDOR," or person to submit a collusive or sham proposal in connection with the work for which their RFP/#IDD has been submitted; not retrein from Bidding in connection with the work for which their RFP/#IDD has been submitted; any overhead, profit, or cost elements of the RFP/#IDD or or the RFP/#IDD reco of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

proposed work.

PROPOSER RESPONSIBILITY: Invitation by the "CITY" to "VENDOR's is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. "VENDOR's or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFP/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the "VENDOR"s will become the property of the "CITY." Reference to Eterature submitted with a previous RFP/BID will not relieve the Bidder from including any required documents with this REP/BID.

with this RFP/RID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/BID Documer to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the "VENDOR" will in no way relieve him of the obligations and responsibilities assumed under the Contract.

"VENDOR" RESPONSIBILITY: "VENDOR's are fully and completely responsible for the labeling, identification and delivery of their submittals. The Grant/Finance Administrator will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

the US Postal Service.

DRUG FREE WORKPLACE: All Proposors/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificato." The Drug Free Workplace "VENDOR" shall have the burden of demonstrating that his program compiles with Section 207,037 of the Florida Statutes, and any other applicable state law.

THE "CITY" OF BUSHNELL, is a political subdivision of the State of Florida, and reserves the right to reject any and/or all submittals, reserves the right to award contracts in the best interest of the CITY. Submittals not meeting stated minimum terms and proposals may be rejected by the "CITY" as non-responsive. The "CITY" reserves the right to reject any or all submittals without cause. The "CITY" reserves the right to reject any or all submittals without cause. The "CITY" cor who has failed to perform faithfully any previous contract with the "CITY"s or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFP/BID become public records subject to the provisions of Chapter 119, Florida Statutes. VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the "CITY"s. PREPARATION OF PROPOSALS/BIDS:

PREPARATION OF PROPOSAL SRIDS:
Signature of the Bidder: The Bidder must sign the RFP/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the "VENDOR" name and the words, "Member of the "VENDOR" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFP/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFP/BID must be submitted. The Proposer/Bidder shat state in the RFP/BID FORMS the name and address of each person interested therein.

Basis for Rfddire: The other corposed for each item shall be on a lumpsum or unit price basis.

address of each person interested therein.

Basis for Biddring: The price proposed for each item shall be on a lumpsum or unit price basis according to specifications on the RFP/BiD FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the DESIGNED.

appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be

appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price artensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFP/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFP identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/BID of the successful proposer/Bidder to accept these obligations if acquisition action ensues. Feliure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the successful Proposer/Bidder may be removed from future participation.

AWARD OF BID: It is the "CITY"s intent to select a "VENDOR" within sixty (80) calendar days of the deadline for receipt of Proposal/Bidds. However, Proposal/Bids must be valid for award for at least ninety (80) calendar days after the deadline for receipt of the RFP/BID.

ADDITIONAL REGUREMENTS: The "VENDOR" shall furnish such additional information as the "CITY" ensures another proposals of the "VENDOR" as it deems appropriate.

PREPARATION COSTS: The "CITY" shall not be obligated or be liable for any costs incurred by Proposer/Bidder prior to issuance of a contract. All costs to prepare and submit a response to this RFP/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the "CITY"s representative. All work will proceed in a timely manner without delays. The Contractor shall commence the work UPON RECEIPT Or NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outfined and agreed upon herein.

pon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, ins

otherwise specified. ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"): ADDITIONAL SERVICESMOURCHASSES BY OTHER PUBLIC AGENCIES ("PIGGY-EACK"). The "VENDOR" by submitting a Eld acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. "VENDOR" has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract. The Agency must first obtain the "VENDOR"s approval — without the "VENDOR"s approval, the seeking Agency cannot Piggy-Back.

Back, PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Grant/Finance Administrator. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidder required to use the official RFP /BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFP/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms submitted as a single document. Any variation from the minimum specifications must be dearly stated on the RFP/BID FoRM and/or Exceptions. Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposat/Rick, RFP/RID FORM documents for this project are free of charge and are available online. MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/BID specification for any Intends, if RFP-BIBID's are based on equivalent products, indicate on the RFP/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFP/BID will not assistly this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP-BID's which do not comply with these requirements are subject to rejection. RFP-BID's lacking any written indication of linent to quote an alternate brand will be received and considered incompleto compliance with the specifications as sisted on the RFP/BID FORM. The Grant/Finance Administrator is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be brinding upon the "CTT" unless evidenced by a Change Notice issued and signed by the Grant/Finance Administrator, or designated representative.

QUANTITIES: The quantities as specified in this RFP/BID are estimates only and are not to be construed as guaranteed minimums.

QUANTITIES: The quantities as specified in this RFP/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFP/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on tile for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the "OIT" within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: "VENDOR" may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information is the original "OIT" format must be included in any re-created document. Submittats may be deemed non-responsive if required information is not included in any re-created document.

mation is not included in any re-created document.

(Signature and Date)	

This document must be completed and returned with your submission.

HOLD HARMLESS AGREEMENT

The Contractor agrees to hold the "CITY" of Bushnell harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting therefrom, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Contractor.

The Contractor shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Contractor shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the "CITY" representative requesting the service.

By signature upon this form the Contractor stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Contractor/"VENDOR"- Printed Name	Signature
	•
Project Name	Date
The affective date of this Hold Harmless	Agraement shall he for the duration of this

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your submission.

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

(Print or type name of "VENDOR")

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the workplace, the "VENDOR"'s policy of
 maintaining a drug free working environment, and available drug counseling, rehabilitation, and
 employee assistance programs, and the penalties that may be imposed upon employees for drug
 use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFP or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFP or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, pleas of guilty or nolo contendere to any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the workplace, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above-named business, "VENDOR" or corporation complies fully with the requirements set forth herein."

	Authorized Signature
_	Date Signed
State of:	
County of:	
Sworn to and subscribed before me this _	day of, 20
Personally Known or Produced I	dentification(Specify Type of Identification)
Signature of Notary	_
My Commission Expires	
(seal) This document must be	completed and returned with your submission.

SWORN STATEMENT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

	(print individual's name and title)
	(print individual's name and title)
for	
	(print name of entity submitting sworn statement)

- 2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- 3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- 4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

a.	true in relation to the en statement applies).			
	Neither the er officers, directors, execuagents who are active in entity has been charged July 1, 1989.	utives, partners, s n the managemer	nt of the entity, nor	oyees, members, or any affiliate of the
	officers, directors, executagents who are active in has been charged with 1, 1989.	utives, partners, s n the managemer and convicted of a	nt of the entity, or a a public entity crim	oyees, members, or n affiliate of the entity e subsequent to July
	The entity sub- officers, directors, exect agents who are active in has been charged with 1, 1989. However, there Officer of the State of F Order entered by the He interest to place the ent "VENDOR" list. (attach	utives, partners, s n the managemer and convicted of a e has been a subs lorida, Division of earing Officer deto ity submitting this	nt of the entity, or a a public entity crim- sequent proceeding Administrative Hea ermined that it was sworn statement of	oyees, members, or n affiliate of the entity e subsequent to July g before a Hearing arings and the Final not in the public
ENTITY ID ENTI FORM IS VALID UNDERSTAND CONTRACT IN I	THAT THE SUBMISSION OF FIED IN PARAGRAPH 1 (ONE THROUGH DECEMBER 31 O THAT I AM REQUIRED TO IN EXCESS OF THE THRESHOL Y TWO OF ANY CHANGE IN	E) ABOVE IS FOR TH OF THE CALENDAR' FORM THE PUBLIC .D AMOUNT PROVID	HAT PUBLIC ENTITY O YEAR IN WHICH IT IS ENTITY PRIOR TO EN DED IN SECTION 287.0	DNLY AND, THAT THIS FILED. I ALSO ITERING INTO A D17, FLORIDA STATUTES
	_	Authorized S	ignature	-
	_	Date Signed		-
State of:				
County of:				
Sworn to and s	ubscribed before me this _	day of	, 20	
Personally Kno	wn or Produced Io	dentification(Spe	ecify Type of Identific	ation)
Signature of No	otary	_		
My Commission	n Expires	_		
(seal)	This document must be	completed and retui	ned with your submi	ssion.

CONFLICT OF INTEREST DISCLOSURE FORM

I HEREBY CERTIFY that

1.	l (printed name)	am
	the (title)	amd the duly authorized representative of thewhose
	address is	wilose
	and that I possess the legal authority for which I am acting; and,	y to make this affidavit on behalf of myself and the "VENDOR"
2.	Except as listed below, no employee interest, real or apparent, due to owr this project; and,	e, officer, or agent of the "VENDOR" have any conflicts of nership, other clients, contracts, or interests associated with
3.		rior understanding, agreement, or connection with any submitting a bid proposal for the same services and is in all r fraud.
EXCE	PTIONS (List)	
	 -	Authorized Signature
		Date Signed
State o	of:	
County	y of:	
Sworn	to and subscribed before me this	day of, 20
Person	nally Known or Produced Ide	ntification(Specify Type of Identification)
Signatı	ure of Notary	
Му Со	ommission Expires	
(seal)	This document must be co	mpleted and returned with your submission.
	rins document must be co	impleted and returned war your submission.

IMMIGRATION AFFIDAVIT CERTIFICATION

This Affidavit is required and should be signed, notarized by an authorized principal of the firm, and submitted with formal Invitations to Bid (ITB's) and Request for Proposals (RFP) submittals. Further, Consultants/Bidders are required to enroll in the E-Verify program, and provide acceptable evidence of their enrollment, at the time of the submission of the Consultant/Bidder's proposal. Acceptable evidence consists of a copy of the properly completed E-Verify Company Profile page or a copy of the fully executed E-Verify Memorandum of Understanding for the company. Failure to include this Affidavit and acceptable evidence of enrollment in the E-Verify program may deem the Consultant/Bidder's proposal as nonresponsive.

The City of Bushnell will not intentionally award City contracts to any Consultant who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA"). The City of Bushnell may consider the employment by any Consultant of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A(e) of the INA shall be grounds for unilateral termination of the contract by the City of Bushnell.

Consultant attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent Amendment(s)) and agrees to comply with the provisions of the Memorandum of Understanding with E-Verify and to provide proof of enrollment in The Employment Eligibility Verification System (E-Verify), operated by the Department of Homeland Security in partnership with the Social Security Administration at the time of submission of the Consultant/Bidder's proposal.

Company Name:	
Print Name:	Title:
Signature	Date:
State of:	
County of:	
Sworn to and subscribed before me this	_day of, 20
Personally Known or Produced Identifica	(Specify Type of Identification)
Signature of Notary	
My Commission Expires	
(seal)	

The signee of this affidavit guarantees, as evidenced by the affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

This document must be completed and returned with your submission.

FORM 1

"VENDOR" PROFILE

Submitted by (Company Name)			_		-
Circle one of th	ne following:					
	Corporation	Partnership	Individual	Joint Venture		
Other Describe	ə:					-
Florida Contrac	ctor License Number	:	Expiration [Date:		
Unique Entity I	D:	FEIN	l:			_
Office Location	n:					
Number of peo	ople in your organizat	ion:				_
Length of time	the Contractor has b	een doing business ur	nder this name in Florid	da:	years	
Length of time	your firm has provide	ed services to governm	nental clients:	years		
Under what oth	ner name(s) has your	firm operated:				
Has or is your	firm currently involve	d in any formal court p	roceedings regarding	any of your contracts? Y	ES NO	
If Yes, attach a	a detailed explanation	1 .				

FORM 2

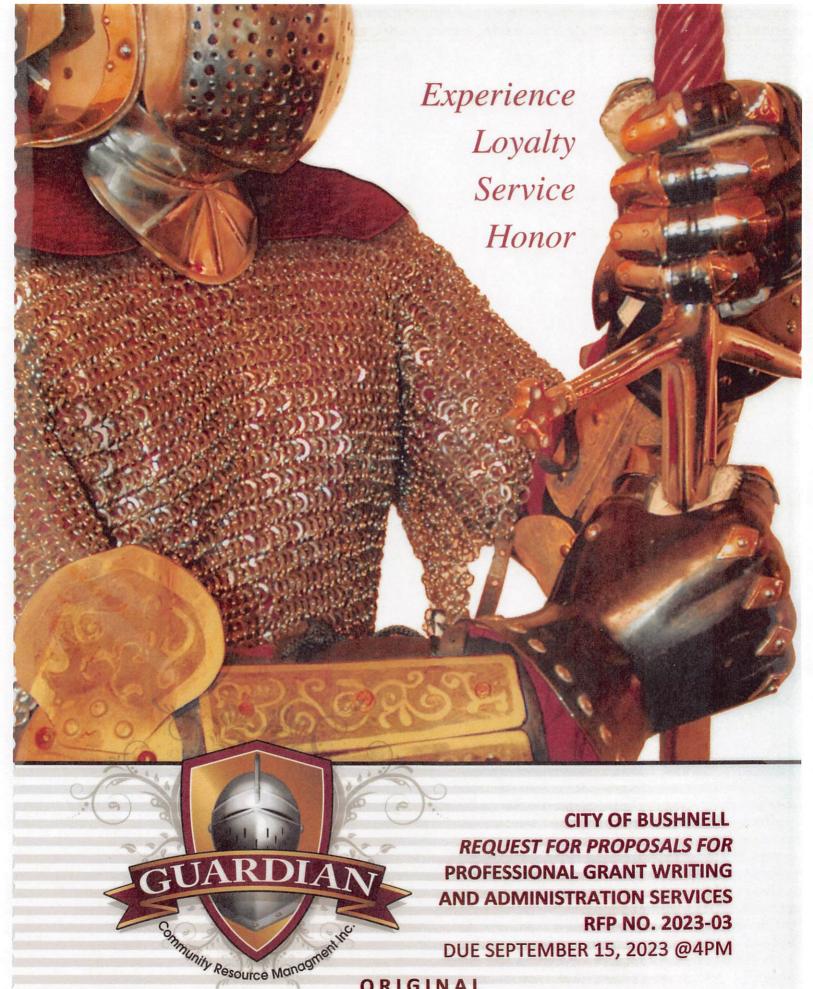
BID FORM

City of Bushnell				
Bid Sheet – Grant Writing & Administration Services				
Grant Type	Application Cost (Lump Sum or %)	Administration Cost (Lump Sum or %)		
Florida Land & Water Conservation Fund (LWCF)				
Florida Recreation Development Assistance Program (FRDAP)				
Energy and Efficiency Grants (DOE)				
Florida Department of Transportation Grants (FDOT)				
Non-Point Pollution TMDL Grants (FDEP)				
Transportation Alternative Grants (TAP)				
Florida Communities Trust – Florida Forever Program (FCT)				
Recreational Trails Program (RTP)				
Water Management District Grant Program				
Florida Cultural Facilities Grant (DCA)				
Urban and Community Forestry Grant Program (DOF)				
State Revolving Fund (SRF) Program				
Federal Emergency Management Agency Grants (FEMA)				

Note: Costs associated with the grant application and administration can be identified as a lump sum or percentage of grant projects per line item. Additional space has been provided to allow for additional grant programs not identified on the list that consultant would like to include. If additional grant fee information is anticipated to be provided, please attach it to the form.

ILLUSTRATIVE WORK

Project Name & Location:		Client's Name & Address:
Project Manager:		
Completion Date (Actual or Est	timated):	
Contractor Fees (In Thousands	5):	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number:
\$	\$	
Scope of Entire Project (please	e give quantitative indications wh	erever possible):
Nature of "VENDOR"'s Respor possible):	nsibility in Project (please give qu	uantitative indications wherever
(5) (5) (5) (5) (6) (6) (6) (6) (6) (6) (6) (6) (6) (6	15 · 14 · 0 T · 111	
Shall Be Assigned to the "CITY	e/Project Assignment) That Work "''s Project:	ed on the Stated Project that



ORIGINAL

RFP COVER PAGE

Name of "VENDOR," Entity or Organization:		
Guardian Community Resource Management, Inc.		
Federal Employer Identification Number (FEIN): 13-4309252		
Unique Entity Identification Number (UEI#): PWR3J1NKS7L7		
State of Florida License Number (If Applicable): P05000122932		
Name of Contact Person: J. Corbett Alday		
Title: Vice President & COO		
Email Address: corbett.alday@guardiancrm.com		
Mailing Address: 3020 Bruton Rd. Plant City, FL 33565		
Street Address (If Different): 15000 Citrus Country Drive, Suite: 331		
City, State, ZIP: Dade City, FL 33523		
Telephone: 352-437-3902		
Organizational Structure – Please Check One:		
Corporation Partnership Proprietorship Joint Venture Other		
If a Corporation: Date of Incorporation: 2005 State of Incorporation: Florida		
States Registered in as Foreign Corporation:		
Authorized Signature:		
Print Name: J. Corbett Alday		
Signature: Hotbellalday		
Title: Vice President & COO Phone: 352-437-3902		
This document must be completed and returned with your submission.		



GUARDIAN of the Public Trust® Working for your community

TABLE OF CONTENTS

STATEMENT OF INTEREST
VENDOR PROFILE
TEAM COMPOSITION & RESUMES
BID FORM
ILLUSTRATIVE WORK
REFERENCES
ADDITIONAL INFORMATION
ADDITIONAL REQUIRED DOCUMENTS



15000 Citrus Country Drive, Suite 331, Dade City, FL 33523
Office 352-437-3902 – Toll Free 1-888-Guard93 – Fax (863) 583-0357
www.Guardiancrm.com





September 8, 2023

Christina Dixon, City Clerk
City Of Bushnell
117 E. Joe P. Strickland Jr. Ave
P.O. Box 115
Bushnell, FL 33513
cdixon@cityofbushnellfl.com

RE: RFP 2023-03 Request for Proposals for Professional Grant Writing and Administration Services

Dear Ms. Dixon and Selection Committee Members:

Guardian Community Resource Management Inc. (Guardian) is a full-service grant management firm incorporated in the State of Florida since 2005 and continuing to serve local governments throughout the state. As an industry leader, we are here to help you meet the increasing needs for improved affordable housing, local infrastructure, economic development, disaster recovery, utility financing, and the creation of high wage jobs in your community.

Guardian has over 150 years of combined team experience, and is a leader in grant research, planning, and writing/application and program administration services for federal and state-initiated programs such as Small Cities CDBG, State Housing Initiative Partnership (SHIP), Economic Development, Public Works, and State Revolving Fund, among others. We believe our future involvement with the City of Bushnell, as with similar communities involving federal and state grant program administration, and our intimate familiarity with the complexities of Federal and State regulations, especially those under HUD, makes us the best qualified firm to fulfill your needs. We have worked in cities, counties, and special districts throughout Florida. In short, when you are talking about overall experience from application to implementation of state and federal grant funded programs, you will not find a more experienced knowledgeable, dedicated, and ethical team than Guardian.

Guardian continues to provide numerous Florida cities and counties with grant research and writing for various Federal and legislative grant and loan funded programs, which provide these government agencies with funding for Capital Facilities planning and projects, small business incubator and job training programs, enhanced infrastructure, wastewater and storm water management, disaster mitigation, and job creation.

Based on our record with federal and state government funded projects, please know that when it comes to collaborating with the City of Bushnell team, we will always respond professionally, and in a timely manner. We will act in the best interest of your community, without overstepping our responsibilities. We will provide you and your community with the highest quality standards and service that make Guardian a leader in this industry.

At Guardian, we feel providing the **maximum accessibility** and **on-site capability** is critical to the successful management and completion of a project. **Because our team members live locally to our clients and work remotely,** they often work outside normal office hours and make every effort to respond to your calls or requests within 24 hours. Allowing our team to be completely mobile means we can go where the project needs attention, as well as interface regularly with the client.

We have successfully written and completed over 200+ projects, totaling \$500,000,000+ in grants, loans, and private investment (the mixing, matching, and leveraging of multiple funding sources), with the majority involving CDBG, SHIP, FEMA PA, SRF, NSP, HOME, Disaster Recovery, EDA, and other community and economic development programs.

The Guardian Team encourages you to contact our references and confirm that when you partner with our firm, you get a team that is responsive, technically knowledgeable and committed to your success.

It is our pleasure to offer our services to the City of Bushnell. This proposal is a firm offer of services and is irrevocable for a period not to exceed one hundred and twenty (120) days from the public opening date and time. I am the duly authorized representative to negotiate and legally bind Guardian in a contract, and I understand and agree to be bound by the terms and conditions of the RFP and addendums as presented. I certify that no lobbying of any Selection Committee members or the City Council or employees of the city has taken place and professional silence concerning the RFP has been maintained during the RFP process. Further, I declare that this proposal is made without collusion with any other person or entity submitting a proposal pursuant to the RFP.

Please do not hesitate to contact me should you have any questions or require additional information. We look forward to the opportunity to serve you and your and your community.

Sincerely,

J. Corbett Alday Vice President, COO

15000 Citrus County Dr, Suite 331

tobellaldy

Dade City, FL 33523

Corbett.alday@guardiancrm.com



"VENDOR" PROFILE

Guardian Community Resource Management, Inc.				
Submitted by (Company Name)				
Circle one of the following:				
Corporation	Partnership	Individual	Joint Venture	
Other Describe:				
Florida Contractor License Numbe	r:	Expiration	Date:	
Unique Entity ID: PWR3J1NK	S7L7 FEIN	ı: <u>31-4309252</u>		
Office Location: 15000 Citrus C	Country Drive: Suite	e 331, Dade City, F	FL 33523	
Number of people in your organiza	tion: 9			
Length of time the Contractor has t	peen doing business ur	nder this name in Flori	_{da:} 18	years
Length of time your firm has provid	ed services to governm	nental clients: 18	years	
Under what other name(s) has you	r firm operated: N/A			
Has or is your firm currently involve	ed in any formal court p	roceedings regarding	any of your contracts?	YES NO
If Yes, attach a detailed explanatio	n.			

State of Florida Department of State

I certify from the records of this office that GUARDIAN COMMUNITY RESOURCE MANAGEMENT, INC. is a corporation organized under the laws of the State of Florida, filed on September 6, 2005.

The document number of this corporation is P05000122932.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on April 6, 2023, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Sixth day of April, 2023

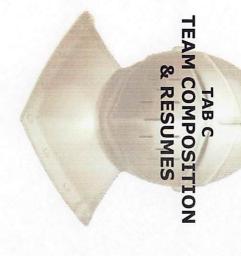


Secretary of State

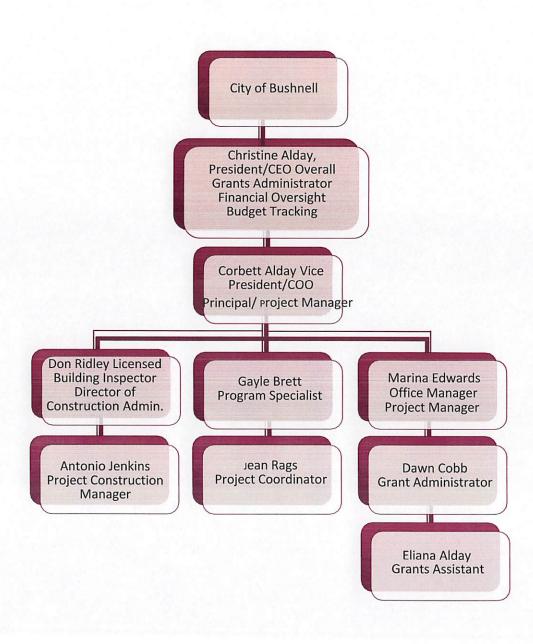
Tracking Number: 1087284326CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication



THE GUARDIAN TEAM





Christine Alday, President and CEO

Ms. Alday is the owner and President of Guardian Community Resource Management, Inc. She has been working with grants and loan-funded programs since 2005. Her prior experience was working for a private Fortune 500 company as an Accountant and Auditor. Christine has "hands on" financial management experience with federal, state, local and private funding sources. Christine Alday has extensive experience with fundingagency contracts and managing and tracking all manner of grants and loan-funded project dollars and is responsible for the overall financial management of each project.

Education/Certificates

Masters - Accountancy, Univ. of S. Florida BA, Accounting, Univ. of S. Florida

Professional Assoc.

President, West Central Florida Chapter, Grant Prof. Association Woman of the Year 2012-2013 by National Assoc. of Prof. Women Fl. League of Cities Fl. Assoc. of Counties Fl. Comm. Dev. Assoc. Fl. Green Bldg. Coalition Amer. Women's Bus. Assoc. Lakeland Chapter

Training

NSP, CDBG, SHIP, HOME, USDA, HUD and FDEO Wrkshp/Webinars OIG fraud training CDBG Rule Hearings, Appl. & Imple. Wrkshops Florida in the Sunshine and Ethics Seminar

CDBG Projects

Lake Placid, City of Labelle, City of Palmetto, City Stuart, City Avon Park, City Palm Coast, City Deltona, Columbia, Desoto, Flagler, Hendry, Hernando, Highlands, Indian River, Osceola, Palm Coast, Putnam, Citrus, Indian River, & Martin counties, Spring Lake Imprv.Dist.

Professional highlights and duties:

Ms. Alday develops financial tracking for all grants and loan-funded federal and state projects and ensures accurate financial management. She has over twenty-one (21) years of audit, accounting, and financial management experience, and over fifteen (15) years of grants consulting and program administration experience. She is responsible for contract management, monitoring preparation and managing client relations. She has worked on housing and infrastructure projects totaling more than \$200,000,000 in funding from myriad sources.

- Creates a duplicate project budget and reconciles it regularly with the local government and the funding agency.
- Reviews budgets and financial plans for accuracy and appropriateness.
- Coordinates with client auditors on financial questions related to the grants.
- Conducts a review of all grant close-out packages and provides a balance of project budgets prior to closeout.
- Reviews client procedures/policies as needed, including substantive tests of internal controls, & evaluate internal methodology.



J. Corbett Alday, Vice President/COO

Mr. Alday's career in public funded projects began over twenty-seven (27) years of grant experience, and over 130+ projects and economic development of 2,500 jobs. He is the lead Project Administrator for all our projects. During his career, he has continued his work with Small Cities CDBG, adding work experience in a vast array of public funding sources. These include: Special Appropriation Disaster Recovery CDBG, Entitlement, HMGP, SHIP, USDA, SRF, FDEP, FDOT, OTTED, EDA, EPA, SWFMD, SRWMD, STAG, Section 108 CDBG, FRDAP, FEMA, HUD, SBA, HHRP, FHFC, NSP, and many others.

Education/Certificates

Bachelor's Degree in Engineering, Fl. State Univ. AA in Drafting Technology

Professional Assoc.

Florida League of Cities Florida Assoc. of Counties Lake County League Cities Florida Comm. Development Association Florida Green Bldg. Coal. Grant Professionals Association

Training

NSP, CDBG, SHIP, HOME, USDA, HUD, FDEO Wrkshp & Webinar Green Bldg. Training Ser. HUD/ENVRR/RROF tr. Storm Water Utility Rate, Planning, Utility Develp. & Fin. Courses FEMA HMGP/FMGP TS CDBG Rule Hearings, Appl. & Impl Wkshops, CDBG Sect 108 Wkshop. Florida Sunshine/Ethics GIS for Comm. Dev Prof.

CDBG Projects

Lake Placid, City of Labelle, Palmetto, City Stuart, City Avon Park, City Palm Coast, City Deltona, Columbia, Desoto, Flagler, Hendry, Hernando, Highlands, Indian River, Osceola, Palm Coast, Putnam, Citrus, Indian River, & Martin counties, Spring Lake. Imprvmt. Dist. Gateway District, Sebring, Sebring Airport.

Professional highlights and duties:

Mr. Alday is the leading expert in the State in the area of creative layering – the linking of multiple funding sources. For hundreds of projects, he has helped communities match sound technical solutions with the special restrictions of grant-loan programs.

Mr. Alday has experience working in over fifty (50) communities in excess of twenty (20) different sources of funding totaling more than \$500 million!

Mr. Alday has extensive project management experience from grant writing to implementation to close out. He has successfully implemented HUD's Environmental Review Record (ENVRR) requirements on numerous projects.

- Conducts grant-loan funding research and performs site investigations & preliminary scoring to determine community needs and grant funding feasibility.
- Conducts needs analysis, grant research and prepares draft application writing.
- Develops layering recommendations and preliminary applications activities.
- Participates in and oversees bid and construction management, Davis Bacon and manages the environmental review processes consistent with NEPA requirements.
- Serves as Project Manager on this RFP.



Donald M. Ridley, Construction Manager/Technical Support

Mr. Ridley brings over thirty-six (36) years of grant experience and 2,500 housing units completed including construction oversight experience to our team of seven (7) declared disaster events. Mr. Ridley is experienced in FEMA disaster recovery programs, including all forms, policies and procedures related to disaster events i.e. Public Assistance worksheets and HMGP. He is a recognized construction professional in Florida with a wide range of relevant experience: site development, housing, utilities, water and sewer plants, power plants, earthwork, foundations, concrete, masonry, steel, welding, painting and roadway construction. Don provides technical assistance to all construction development projects.

Education/Certificates

Business Education from Jones Business College State Licensed Standard Inspector, BN-0001431 Certified SBCCI Housing Rehabilitation Certified SBCCI Bldg. ACI, NICET, FI DBPR Lic ICC and BOCAI Inspector

Professional Assoc.

Florida League of Cities Florida Assoc. of Counties Lake County Lg. of Cities FL Comm. Develp. Assoc. Osceola Grants Res. Network International Code Council

Training

FDEO NSP TA Training
HUD ENVRR & RROF Tr.
US HUD Envrr. Review Proc.
My Safe Fl. Home Inspector
FL Bldg. Code Advanced Building Structural Summary
Inter Codes 2: Occp & Loads
FL Building Code Advd.
Resid-Floors, Walls/Roofs
FL Building Code Advd. -IEQ
ADA Guidelines: Access. Rt.

CDBG Projects All open projects

Professional highlights and duties:

Mr. Ridley is well versed in permit and grants regulatory issues and understands the special restrictions of public grant-loan funded projects. Mr. Ridley is highly experienced in construction plans review, time management and cost control.

In addition, Mr. Ridley has worked with more than one-third of the Florida counties and municipalities as well as many leading engineering and construction firms. He has extensive experience with post-disaster redevelopment issues and has managed and inspected development projects for streets, downtown, water and sewer works totaling over \$300,000,000.

- Participates in site inspections & investigations, field verification of quantities and adherence to project specifications.
- Participates in on-site compliance monitoring, for regulations related to Davis Bacon, Section 3, Copeland "Anti-kickback" Act, W/MBE and others.
- Participates in project development and implementation; oversight in bid and construction management, and review of environmental issues.

Ron DeSantls, Governor

Julie I. Brown, Secretary



STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BUILDING CODE ADMINISTRATORS & INSPECTOR

THE STANDARD INSPECTOR HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 468, FLORIDA STATUTES BLDG

RIDLEY, DONALD MAURICE

27727 LOIS DRIVE TAVARES FL 32778

LICENSE NUMBER: BN1431

EXPIRATION DATE: NOVEMBER 30, 2023

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Antonio Jenkins, Specialist Project/Construction Manager

Mr. Jenkins has over fourteen (14) years of extensive operations and project coordination experience in over 1,000 housing units and is well versed in the latest building standards and codes. Antonio manages the construction administration and project representation for our land development and housing programs, including CDBG, NSP, SHIP, HOME, and others. Additionally, Mr. Jenkins has an extensive background in social and operations management which enables him to provide excellent client customer service and serves as an invaluable asset in the-field and when face-to-face time is required with clients.

Education/Certificates

Bachelor's Degree in Political Science, Valdosta State University Certified Inspector My Safe Florida Home Florida Green Home Designation Certification

Professional Assoc.

Florida League of Cities Florida Assoc. of Counties Lake County Lg. of Cities FL Comm. Develop. Assoc. Fl. Green Bldg. Coalition

Training

NSP / CDBG / SHIP / HOME / USDA / HUD / FDEO Workshops and Webinars Lake & Volusia County 2011 Annual Green Symposium **HUD Section 3 training** Issues/Challenges of Owner-Occupied Rehab FDEO NSP TA Training HUD ENVRR & RROF Tr. Green Building Tr. Series CDBG Rule Hearings, Appl / Impl. Wkshops U.S. HUD Envrr. Review My Safe FL Home Inspector

CDBG Projects

Lake Placid, City of Labelle, City of Palmetto, City Stuart, City Avon Park, City Palm Coast, City Deltona, Columbia, Desoto, Flagler, Hendry, Hernando, Highlands, Indian River, Osceola, Palm Coast, Putnam, Citrus, Indian River, & Martin counties,

Professional highlights and duties:

Mr. Jenkins' primary duties include project delivery services and construction oversight, including single family homeownership and multi-family homeownership & rental for NSP and for CDBG implementation, in addition to oversight of construction bidding, contractor vetting and program management.

Mr. Jenkins continues to oversee the construction and / or rehabilitation of 1,000+ multi and single-family housing units and the construction oversight of various other grant funded infrastructure projects.

- Conducts orientation sessions for contractors and vendors.
- Conducts site inspections for compliance.
- Reviews/recommends changes to local HAP.
- Conducts HUD Tier 2 Environmental Reviews.
- Reviews mortgage & construction contracts.
- Conducts monitoring of single/ multi-family rental construction.
- Conducts & provides inspections, work-write-ups, bid documents, NTB, and NTP.
- Creates/tracks project construction budget; reviews, monitors, approves construction and contractor pay authorizations.



Jean Rags, Project Coordinator/Technical Advisor

Ms. Rags has over twenty-three (23) years of government and grants experience. Ms. Rags successfully implemented and managed in excess of \$15 million dollars through Community Development Block Grant (CDBG) projects for seven (7) Housing Rehabilitation and Economic Development projects and the application and implementation of the Neighborhood Stabilization (NSP1 and NSP3) Grant Programs in Hernando County from 1999-2012. Jean conducts grant research and funding resource analysis, drafts local policies and procedures for our clients to meet funder requirements, and reviews / edits contracts and grant related advertisements, memos and documents. Jean also provides marketing and proposal responses on behalf of Guardian.

Education/Certificates

Bachelor of Arts, Major in Human Services, Minor in Social Services, St. Leo College Associate of Arts, Pasco-Hernando State College NIMS Series ICS100B, ICS200B, ICS007A Certifications

Professional Assoc.

Notary Public, State of FL

Training

NSP3 HUD Workshop FDEO NSP1 TA Training FDEO E-CDBG training NSP Implemt. Workshop CDBG Rule Hearings, Application/ Implementation Workshops FDEO DRGR Webinar Tr. NSP Workshops/Webinars FHC Annual Statewide Affordable Housing Conference

Projects

All open and potentially new projects.

Professional highlights and duties:

Prior to joining Guardian in 2012, Ms. Rags was the Director for Community Development in Hernando County, where she was responsible for the oversight and management of numerous County departments in addition to CDBG & NSP programs totally \$15 million.

- Reviews & edits all contracts, policies, amendments & grant documents, prior to submission.
- Markets and develops proposals in response to open RFP, RFQ, and RFI's.
- Participates with attendance and representation as needed at client offices, public meetings.
- Provides development and review of grant management policies and procedures.
- Develops grant required documents, (e.g. Housing Assist. Plans, policies & procedures.
- Assist in monthly client billing review, calculations and invoicing as needed.



Gayle Brett, Program Specialist

Ms. Brett has 20+ years of government, grants and real estate experience working in both the private sector and also for the State of Florida in various state and federal programs. Previously, she worked for Fl. Depart. of Economic Opportunity (FDEO) Housing and Community Development Section with the NSP & CDBG programs and also in Florida Communities Trust (FCT), a land buying program that received \$66 million per year to assist cities and counties in purchasing property, negotiating, contracting/ closing as needed. Ms. Brett has eight (8) years of employment in private sector real estate, and previously held both a Real Estate Sales Associate and Broker license. Ms. Brett is responsible for providing program administration for NSP1, NSP3, CDBG & SHIP programs in Osceola, Martin, Flagler, Putnam, Hernando counties and others.

Education/Certificates

Davis Productivity Award as part of the team that implemented State of Florida's NSP 1 award

Professional Assoc.

Florida Real Estate Sales License Tallahassee Board of Realtors ® Natl. Assoc. of Realtors ®

Training

SHIP Prog. Admin. Webinar HUD Prog Income & NSP Admin. Strategies HUD NSP Closeout Webinar Annual CDBG Tr. Workshop NSP 3 Appl/ Impl. Workshop HUD Tr. Web-NSP1 & 3 HUD Fair Housing Training National Right-of-Way Assoc: Leadership Skills for Real Property Prof Intro.to Prop. Mgmt., Real Prop. Asset Mgmt./Surv Fl. Real Estate Assoc. & Broker Licensing (not lic.) FDEO e-CDBG Webinar HUD **DRGR Stand Reports** Webinar Conference

CDBG Projects

City Palm Coast; Indian River, Martin, Osceola County

Professional highlights and duties:

Prior to joining Guardian in 2012, Ms. Brett worked with FDEO's Housing and Community Development department in the oversight and implementation of the state's NSP Program.

She also worked with the FDEP; Division of State Lands, in the Conservation and Recreation Lands Program, Preservation 2000 and Florida Forever Programs.

Ms. Brett's career has been built on good communication skills and bringing her real estate expertise into streamlining the state government land buying, selling and management practices.

- Reviews and edits all real estate contracts, appraisals, title insurance commitments, policies, closing statements, documents and mortgages.
- Communicates with real estate agents, brokers, banks and appraisers to better assist our clients in maintaining grant compliance.
- Attends public meetings/hearings and conducts grant compliance monitoring.
- Develops grant required documents.
- Reviews/edits drafts of required agency reports: MSR, MBE, Section 3, quarterly status reports and other grant related reports.
- Research, preparation and processing of SHIP payoffs and Satisfactions



Marina Edwards, Office Manager/Project Manager

Ms. Edwards' experience with applicants for non-profit programs has been invaluable as she coordinates all of Guardian's Applicant intake for local government recipients. She has been working with grants since 2016. Her prior experience was working for nonprofit organizations as Development Director and Community Relations Director. Marina has experience with federal and state, grant regulations and requirements and remains current with all new CDBG and SHIP housing trainings and webinars. She has advance technology skills and is proficient with all Microsoft software and other related system programs and applications, server maintenance, and all office related technologies.

Education/Certificates

Minster College - United Kingdom - BTEC City and Guilds diploma in Art & Design

Professional Assoc.

National Notary Association

Training

Habitat for Humanity Mortgage and Homeownership Training

CCTCP Training

Various grant writing workshops

HUD Environmental Review Procedures

SHIP Intake/Report Training

CDBG/SHIP Projects

Putnam County SHIP Hendry County SHIP/CDBG Martin County SHIP/CDBG Citrus County CDBG City of Avon Park CDBG City of Sebastian CDBG Osceola County CDBG Columbia County CDBG/ARPA City of New Port Richey CDBG Taylor County CDBG City of Stuart CDBG Town of Lake Placid CDBG Desoto County CDBG Indian River County CDBG/SHIP City of St. Cloud CDBG City of St. Augustine CDBG City of Lake Worth Beach CDBG

Professional highlights and duties:

Ms. Edwards is responsible for the review, vet, creation, and management of all client related files including contractors, subcontractors, homeowners, homebuyers, renters. She is responsible for the maintaining of records, preparing public notices, materials for meetings, and conducts on-site file maintenance, prepares and processes environmental reviews.

She provides support and assistance to all team members daily and assists in the management of administrative project requirements to maintain efficient records/reports and timely responses.

- Assists with tracking project statistics and applicant demographic information.
- Oversees the review of individual/household applications to determine eligibility.
- Reviews clients grant administrative files to ensure those files are complete and audit ready.
- Assists with all grant reporting, based on applicable grant requirements, including Fair Housing, Civil Rights, MBE & Section 3.
- Prepares and processes environmental review records and coordinates with agencies and Tribes for consultations
- Prepares documentation for Request for Release of Funds on behalf of clients
- Prepares documentation for modifications to subrecipient award agreements on behalf of clients



Dawn Cobb, Grant Administrator

Ms. Cobb's experience with applicants has been invaluable as she coordinates all of Guardian's Applicant intake for local government recipients. Her prior eighteen (18) years experience was with a local government municipality and the last nine (9) years as their Housing Program Coordinator which overseen all of their housing programs (SHIP, CDBG,NSP and HOME).

Professional highlights and duties:

Education/Certificates

Becker College - AA Degree

Certificates: FEMA-MGT470FLestablishing collaborative case management

FEMA-MGT471RX-Executing strategies to rapidly rehabilitate damaged houses

FEMA-IS-00100.C-Incident Command System, ICS-100

FEMA-IS-00700.b-National Incident Management System

Florida Housing Finance-Proficiency in income qualification

Professional Assoc.

Training SHIP/CDBG WORKSHOP

CDBG/SHIP Projects City of Stuart CDBG Columbia County CDBG Columbia County ARPA

Putnam County SHIP Martin County SHIP/CDBG Indian River CDBG Ms. Cobb is responsible for all Guardian grant recipients' Applicant screenings, third party verifications and updates for all digital and hard copy applicant files. She ensures that all relevant documentation is acquired from the applicant as per the program requirements.

- Assists applicants with required application and documentation queries.
- Tracks applicant information ensuring all relevant documentation is acquired, and information remains current as per the program requirements.
- Verifies licenses, company status and references for all contractors.
- Compiles and verifies environmental impact reports and studies.
- Reviews budgets and financial plans for accuracy and appropriateness.
- Coordinates with client auditors on financial questions related Conducts a review of all grant close-out packages and provides a balance of project budgets prior to closeout.
- Reviews client procedures/policies as needed, including substantive tests of internal controls, & evaluate internal methodology.



Eliana Alday, Grants Assistant

Ms. Alday is our most recent Guardian Team member. She is invaluable in scheduling applicant appointments, maintaining our company server and maintaining applicant files to ensure they are audit ready.

Professional highlights and duties:

Education/Certificates Geneva Classical Academy

Professional Assoc.

Training SHIP/CDBG WORKSHOP

CDBG/SHIP Projects
City of Stuart CDBG
Columbia County CDBG
Columbia County ARPA
Putnam County SHIP
Hendry County SHIP
Taylor County CDBG

Ms. Alday is responsible for all Guardian's scheduling, Applicant screenings, third party verifications and updates for all digital and hard copy applicant files. She ensures that all relevant documentation is acquired from the applicant as per the program requirements.

- Assists applicants with required application and documentation queries.
- Tracks applicant information ensuring all relevant documentation is acquired, and information remains current as per the program requirements.
- Verifies licenses, company status and references for all contractors.
- Reviews client procedures/policies as needed, including substantive tests of internal controls, & evaluate internal methodology.



FORM 2

BID FORM

City of Bushnell			
Bid Sheet – Grant Writing & Administration Services			
Grant Type	Application Cost	Administration Cost	
	(Lump Sum or %)	(Lump Sum or %)	
Florida Land & Water Conservation Fund (LWCF)	5,000	20,000	
Florida Recreation Development Assistance	F 000	20,000	
Program (FRDAP)	5,000		
Energy and Efficiency Grants (DOE)	5,000	50,000	
Florida Department of Transportation Grants	10,000	50,000	
(FDOT)			
Non-Point Pollution TMDL Grants (FDEP)	10,000	50,000	
Transportation Alternative Grants (TAP)	5,000	25,000	
Florida Communities Trust – Florida Forever	10,000	25,000	
Program (FCT)		*	
Recreational Trails Program (RTP)	5,000	20,000	
Water Management District Grant Program	10,000	50,000	
Florida Cultural Facilities Grant (DCA)	5,000	25,000	
Urban and Community Forestry Grant Program	5,000	20,000	
(DOF)			
State Revolving Fund (SRF) Program	10,000	4%	
Federal Emergency Management Agency	10,000	4%	
Grants (FEMA)			

Note: Costs associated with the grant application and administration can be identified as a lump sum or percentage of grant projects per line item. Additional space has been provided to allow for additional grant programs not identified on the list that consultant would like to include. If additional grant fee information is anticipated to be provided, please attach it to the form.



ILLUSTRATIVE WORK

Project Name & Location: CDBG Housing Rehabilitation Various locations across the County		Client's Name & Address: Hernando County BOCC 15470 Flightpath Drive	
Project Manager: Corbett Alday		Brooksville, FL 34604	
Completion Date (Actual or Est	imated): _{Jan} 2022		
Contractor Fees (In Thousands	s): \$75,000	Client Contact Name, Title,	
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Veda Ramirez	
\$ 750,000	\$750,000	Health and Human Services Manager vramirez@co.hernando.fl.us (352) 540-4338	
Scope of Entire Project (please	Scope of Entire Project (please give quantitative indications wherever possible):		
Rehabilitation of a minimum of 11 single-family, owner-occupied homes			
Nature of "VENDOR"'s Respon possible):	sibility in Project (please give q	uantitative indications wherever	
Grant writing, TA throughout grant application to closeout, development of policies and procedures, drafting of required reporting, financial tracking and reconciliation, drafting of closeout documentation, Tier 1 Environmental Review, processing and ranking of applicants, home inspections for first 11 homes on ranking list, work write ups, procurement and management of contractors, Tier 2 Environmental Reviews, development of subordination documentation.			
"VENDOR"'s Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the "CITY"'s Project:			
Corbett Alday - Project oversign Christine Alday - Financial track Marina Edwards - Environmenta Dawn Cobb - Administration Eliana Alday - Administration	king and reconciliation		

ILLUSTRATIVE WORK

Project Name & Location: SRF Clean Water		Client's Name & Address: Town of Lake Placid Camp and Conference Center
Project Manager: Corbett Alday		2665 Placid View Drive Lake Placid, FL 33852
Completion Date (Actual or Es	timated):	
Contractor Fees (In Thousands	s): \$20.000	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR"	Email Address & Telephone
_	was/is responsible:	Number:
		Brian Wilson - District Superintendent
\$	s	bwilson@sfnazarene.org (239) 561-1313
3,600,000	3,600,000	(400,000,1000
	, ,	
Scope of Entire Project (please	e give quantitative indications w	herever possible):
Water and Sewer main extension	on and lift stations.	
,	nsibility in Project (please give q	uantitative indications wherever
possible):		
Provide grant/loan management and technical assistance in implementing and complying with		
the Florida Drinking Water State	e Revolving Fund (SRF) Rural i	nfrastructure plan and septic to
sewer grants		
"VENDOR"'s Personnel (Name Shall Be Assigned to the "CITY	e/Project Assignment) That Wor /"'s Project:	ked on the Stated Project that
Corbett Alday - Project oversignt and compliance		
		1999y <u> </u>

ILLUSTRATIVE WORK

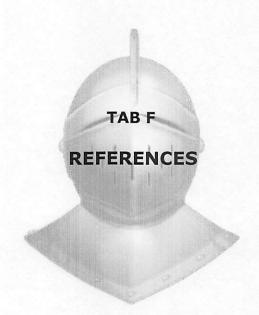
Project Name & Location: CDBG/HOME Entitlement		Client's Name & Address: Osceola County
Project Manager: Corbett Alday		Housing and Community Services 1392 E. Vine Street Kissimmee, FL 34744
Completion Date (Actual or Es	timated): Ongoing contract	
Contractor Fees (In Thousands	s); varies per task order	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number:
\$ varies per task order	\$ varies per task order	Danicka Ransom - Assistant Director danicka.ransom@osceola.org (407)742-8414
Scope of Entire Project (please give quantitative indications wherever possible): Osceola County contracted with Guardian to provide grant writing, program management, financial layering expertise, general services, technical support and environmental reviews.		
Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible): Grant writing, program management, financial layering expertise, general services, technical support and environmental reviews.		
"VENDOR"'s Personnel (Name/Project Assignment) That Worked on the Stated Project that		
Shall Be Assigned to the "CITY Corbett Alday - Project oversign Marina Edwards - Environment	ht and compliance	

ILLUSTRATIVE WORK

Project Name & Location: CDBG Entitlement - Housing Various sites across the City		Client's Name & Address: City of Palm Coast	
Project Manager: Antonio Jenkins		160 Lake Avenue Palm Coast, FL 32164	
	P 4 10.		
Completion Date (Actual or Est	timated): Ongoing contract		
Contractor Fees (in Thousands		Client Contact Name, Title,	
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number:	
\$ varies per year based on action plan allocation	\$ varies per year based on action plan allocation	Jose Papa, Senior Planner jpapa@palmcoastgov.com (386) 986-2469	
Housing rehabilitaion of single-	e give quantitative indications when the graph of the gra		
possible):	, , , , , , , , , , , , , , , , , , , ,		
Intake review, housing inspections, work write ups, environmental reviews, project oversight, development of policies and procedures, administration of the grant program, grant compliance.			
"VENDOR"'s Personnel (Name Shall Be Assigned to the "CITY Corbett Alday - Project oversign Christine Alday - Financial track Marina Edwards - Environment Dawn Cobb - Administration Eliana Alday - Administration	nt and compliance king and reconciliation	ked on the Stated Project that	

ILLUSTRATIVE WORK

Project Name & Location:SRF Storm Water Management Project		Client's Name & Address: Spring Lake Improvement District 115 Spring Lake Blvd.
Project Manager: Corbett Alday		115 Spring Lake Blvd. Sebring, FL 33876
Completion Date (Actual or Est	imated): Approx. Dec.2024	
Contractor Fees (In Thousands	s): \$75.000 annually	Client Contact Name, Title,
Entire Project:		
3,500,000	3,500,000	(863) 655-1715
Nature of "VENDOR"'s Responsosible): Grant/Loan application and adm	sibility in Project (please give qu	uantitative indications wherever
"VENDOR"'s Personnel (Name Shall Be Assigned to the "CITY Corbett Alday - Project oversigh Christine Alday - Financial track	nt and compliance	red on the Stated Project that





REFERENCES

Client: Spring Lake Improvement District

115 Spring Lake Boulevard

Sebring, FL 33876

Joe DeCerbo - District Manager

(863) 655-1715

idecerbo@springlakefl.com

Project: The Guardian team provides grant research/application services for new

FDEP grant, Legislative Appropriations and SRF loan opportunities, in addition to other applicable federal, state and other loan applications.

Client: Hernando County Board of County Commissioners

15470 Flight Path Drive Brooksville, FL 34604

Veda Ramirez - Manager Health & Human Services

(352) 540-4338

vramirez@co.hernando.fl.us

Project: The Guardian team continues to provide grant

research/planning/application & program administration, contract prep & implementation, conducted household surveys, project inspections and financial management. Project management includes training, ENVRR,

reporting and compliance monitoring throughout the program.

Client: City of Palm Coast

160 Lake Avenue Palm Coast FL 32164

Jose Papa – Senior Planner

(386) 986-2469

jpapa@palmcoastgov.com

Project: The Guardian team provided grant writing, program management,

housing rehab delivery services and financial layering expertise. The Guardian team provides applicant & construction mgmt., including intake, evaluation, contractor bidding, selection, performance Inspections and

construction administration.



Client: Town of Lake Placid

1069 U.S. 27 North Lake Placid, FL 33852

Joe Barber - Town Engineer

(863) 699-3747

jbarber@mylakeplacid.org

Project: The Guardian team is providing loan and grant application writing and

program administration services for funded grants and loans.

Client: Osceola County

1 Courthouse Square Kissimmee, FL 34741

Danika Ransom - Housing Manager

(407) 742-8400

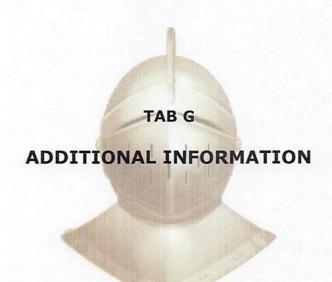
dransom@osceola.org

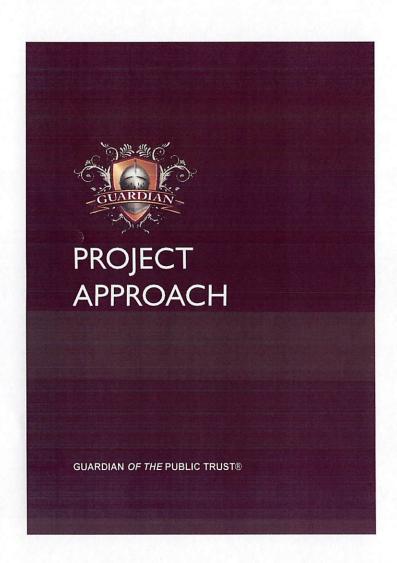
Project: The Guardian team provided grant writing, program management,

housing rehabilitation delivery services and financial layering expertise.

Guardian continues to provide general services and tech

support/environmental reviews.





- Our approach and success in grant writing, program administration and compliance are comprehensive, detailed, and follows a proven work plan centered on quality control. We measure our performance by the benchmarks we establish based on research, funding, administration, compliance requirements and construction timelines and funder requirements.
- Guardian does not anticipate using any sub consultants in this project.

PROJECT APPROACH



- Preliminary Activities:
- > Background research to identify project/program needs & networking with City Staff, elected officials, department directors to determine priority needs & formulate appropriate grant proposals and solutions.
- Develop leveraging strategies for each potential funding source.
- Kick-off meeting with City Staff; review all requirements and meet with any businesses, organization partners, and other team members who may provide, GIS mapping, engineering documents, etc.
- Meet with local agencies and organizations that support the County's funding needs and priorities to determine potential collaborative or matching opportunities.
- > Prepare & attend all required Public Hearings, City Council meetings, CATF meetings, and Fair Housing activities.
- > Review and/or develop new policies required for the grant submission process.
- > Develop grant proposals outlining potential leveraging and/or match opportunities.
- > Develop grant applications and provide ongoing technical support to staff.
- > Prepare and submit final grant applications following City Council approval.
- Prepare for and provide representation and support during site visits.
- > Prepare/provide representation and support during community outreach or orientation seminars



- Complete supporting documents for grant award contract documents.
- > Complete grant agreement work plans and budgets.
- > Develop required project record and filing system for all local/original documents.
- > Establish a duplicate grant contract file system for tracking grant activity (electronic format preferred).
- Establish a master schedule with benchmarks and timelines.
- Prepare all required public notices.
- > Prepare required request for comments.
- Prepare any needed maps or supporting documentation.
- Policy and procedure review, including developer and/or non-profit agreements.

Post Award Activities:

- Prepare Environmental Review Records (ENVRR).
- Prepare FONSI advertisements and Request for Release of Funds (RROF).
- > Site/project specific inspections and ENVRR checklist as needed.
- > Review/update/develop any required grant policies and procedures manuals.
- Review all grant agreements for compliance and special conditions.
- > Establish grant performance measures and benchmarks of performance.
- > Develop program forms and checklist for intake qualifications, bidding and contracting.
- Provide a sample / review/ update RFP/RFQ for contractors and vendors.
- > Recommend short list of vendors (e.g. construction contractors, surveyors, & other needed services).
- Vet all contractors and vendors.



- Outreach, Partner / Vendor Training & Support / Interface with City:
- Develop operating procedures & accompanying checklists, standardized reports for partners and vendors.
- Provide training, support, monitoring of day-to-day activity of partners, vendors.
- > Provide sample grant required forms, vetting forms, forms of agreement for contractors, partners, and vendors.
- Write RFP scopes of work and provide 2 CFR 200 and State language.
- > Attend pre-bid and bid meetings for support.
- > Write technical assistance answers to bid questions, including Technical assistance to selection committees.
- Develop scope and federal developer agreements.
- Quarterly zoom progress and strategy meetings.
- Compliance Monitoring:
- Oversee project schedule and compliance, including regular monitoring & updates.
- > Representation during monitoring/site visits, audits and community meetings.
- > Coordination with other agencies, partners, recipients and contractors.
- Provide all other necessary technical assistance to staff and contractors.
- Prepare regular status reports, e.g. grant funding report, grant contract status, quality control activities & results, major accomplishments, success stories, etc., noteworthy meetings/accomplishments, work plan issues, budget and uses of funds.



- Updates to HUD 2880 disclosures, Section 3 and MBE/WBE performance reporting.
- Procedures for comprehensive identification of beneficiaries, if applicable.
- > Create monitoring, documentation and reporting of the efforts and results.
- Monitor all regular grant-funded project activity to ensure compliance.
- > Davis-Bacon compliance for relevant activities, e.g. review of related contractor payrolls, wage interviews, project photos, etc.
- > Request Wage Decisions where applicable and provide sub-grantee/contract guidance for specific activities.
- > Review construction contract documents and supporting information compliance.
- Review & ensure compliance with applicable laws, e.g., ADA/504 Handicap Accessibility, Uniform Relocation Act and Anti-Displacement, Copeland Anti-Kickback, Civil Rights, Fair Housing, all applicable parts of 24 CFR, and any other related federal requirements.
- Oversight and coordination of citizen input and public meetings (coordination and response to citizen complaints/concerns).
- > Develop, process and track amendments (action plans and other plans) where needed.
- > Identify conflicts of interest and coordinate the issuance of a waiver if necessary.
- > Fraud prevention and monitoring.
- > Monitoring and prevention of duplication of benefits.



Project Delivery Services:

- Conduct initial site visits.
- Meet with the Building Department, Purchasing Department, & other involved departments to coordinate bidding, permitting & inspections as needed for specific activities.
- Advise on / assist with expediting permitting.
- Provide guidance on establishing & managing construction schedules.
- Develop funder bid conditions for construction bid and review bid specifications prior to advertisement.
- Assist with finalizing the Scope of Work (construction bid).
- Work with your staff to bid out, select & receive approval for contractors and bids.
- > Coordinate meetings with staff and contractors to review and sign construction contracts, related documents.
- Attend & provide technical assistance during any pre-bid, pre-construction conferences, & progress meetings as needed on all projects.
- Review the Notice to Proceed for compliance so construction can begin.
- Provide quality assurance/grant compliance construction inspections. Work with Building Department to coordinate inspections & approval of draw requests.
- > Review all pay applications and change orders before approval.
- Review final construction documents for completeness.
- Davis Bacon Compliance



Financial Oversight:

- Assist with implementing an internal budget and setting up purchase orders, as needed.
- Review & advise on project financial management system for receiving/disbursing funds.
- Assist with financial reporting required by the funder.
- Assist with all Requests for Funds (RFF), working with City Finance Department.
- > Review, advise, and establish layering plans for each program's eligible budget and activities to coordinate proper use and tracking of layered funds.
- > Review pay authorizations and change orders for compliance.
- Review grants amendments for compliance.
- Advise on maintenance of project account records.
- Provide sample time sheets for tracking of eligible grant-funded staff time.
- > Assist with responding to external and internal audit questions.
- > Monitor developer agreement activities for compliance.



Project Closeout Activities:

- Balance final project budget.
- > Gather all necessary completion supporting documents.
- > Prepare documents for administrative/financial close out of projects.
- Research and prepare information/applications for new and continuing grants and their related funding cycles.
- > Document all warranties, release of liens, flood insurance, and related requirements.
- Document all recordings of mortgage, note of deed restriction.
- > All closed agreements documented complete.



FAMILIARITY WITH LOCAL CONDITIONS

Guardian is currently working in surrounding cities and counties to the City of Bushnell, with communities who were and are facing the same issues of declining and or improvement needs for housing, including housing market changes, infrastructure, including water, sewer, sewer hookups, sidewalks, roads, water and wastewater facilities, growth and development, economic and market changes. We are confident that based on our program experience and our long history of collaborating with other similar communities, we will be successful in helping to administer grant writing and administrative services.

- Our team has worked with every major infrastructure funding program and source.
- We have administered and implemented construction for numerous SHIP and CDBG Housing Rehabilitation, Disaster, and Neighborhood Stabilization Program projects for housing rehabilitation.
- Guardian has administered and implemented several Economic Development projects creating new job opportunities for low to moderate income residents.
- We have, through many development and redevelopment projects of all types, **generated** a sound approach to funding and implementing capital improvements.
- We have administered and implemented construction for numerous Neighborhood Revitalization projects for new sidewalks, water and sewer lines and hookups, drinking water, sanitary sewer, and road repair, including new water treatment plants, wastewater lift stations, fire stations and storm water facilities.
- We have worked with every type of housing, neighborhood, economic and community development and municipal capital projects that need alternative financing through grants.

Guardian professionals understand the challenges facing your city and many other public bodies. We understand it is critical to stay current with local conditions as part of successful project implementation.

We are dedicated to serving the citizens that pay the bills and know that there are times
when going the extra mile for a concerned citizen will be necessary.

We believe in public trust and in always demonstrating professional ethics. Development
pressures are often used as excuses for 'short cuts.' We believe that in our business,
doing the job right the first time means there will be no need for short cuts.

Our professional team has an extensive understanding of grant program rules, as well as how to administer and implement them. They have developed and/or managed hundreds of projects for hundreds of millions of dollars utilizing all major grant and loan programs.

We also understand other important concerns of your city:





We are familiar with, and share, a concern in the industry among development organizations that lost time equals lost money.

Missing milestones means missing new grants, and new opportunities. Lack of proper preproject planning and due diligence is a common complaint among community and economic development organizations and individuals. Additionally, a lack of management of time and budget, as well as poor communication, leads to costly delays.

Guardian program managers and project administrators will work directly with the City to establish a master project schedule and budget that will be followed and managed. There will be regular communication, meetings, updates and troubleshooting to avoid problems.



Lastly, and most importantly, the Guardian team realizes that there are myriad rules, regulations, laws, standards, and other criteria as well as public perception affecting every project.

We are committed to providing <u>quality service with the utmost</u> <u>professionalism and ethics.</u> The Guardian team members will advise, not direct, and they will support, not interfere.

We believe in your success and visions, and it is our job to see them realized.

'Guardian is a 'for-profit' organization, but we will never sacrifice quality and ethics for profit.'

GUARDIAN EXPERIENCE & SUCCESS IN GRANT WRITING/APPLICATION AND PROGRAM ADMINISTRATION

The Guardian team understands that providing **good communication**, **maximum accessibility** and **on-site capability** is critical to the successful application, program management and completion of a project. Many of our team members live and work locally to our clients. They work outside normal office hours and make every effort to respond to your phone calls, emails, text and/or fax requests within one business day or sooner. Please see below a list of our clients, including contact information, services provided, performance period, type of grant and amount of grant funding for each contract.

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
		CDBG			THE RESERVE THE PARTY OF THE PA
Hendry County	2015- 2016	CDBG-HR	\$750,000	Grant Writing Services, Grant/Loan Program Administrative Services. The Guardian team provided CDBG grant writing services	
Sabrina M. Gadson Housing and Social	2017-	Miscellaneous Grant Services	\$20,000	and is currently providing program administration services.	
Services (863) 675-5297 Sabrina.gadson@hendryfla.net	2018-	SHIP	\$700,000	The Guardian team is providing program management, project delivery services for a	
Sabi ma.gauson@nenuryna.net	ongoing	Section 8 Housing Inspections	As needed	housing rehabilitation project and the SHIP Program. The Guardian team also provides construction management, contractor bidding and selection,	
City of Sebastian	2019 - ongoing	CDBG Entitlement	\$124,000 per year	Constr. Inspection, Davis Bacon. Guardian is contracted to provide grant administration services.	
Lisa Leger Frazier, Director of Community Development (772)589-5518 Lfrazier@cityofsebastian.org			\$120,000 + CV CDBG	Project to provide housing and sidewalk improvements.	

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Robert Diefendorf Jr. County Engineer (863) 402-6877 rdiefen@hcbcc.org	2014- 2017 2010- 2013	CDBG-NR CDBG-ED	\$750,000 \$1,500,000 (two grants)	NR Project was for water line replacement and ED grants were for public infrastructure of new Southern Lifestyles Assisted Living and a gas main to E Stone at the Sebring Airport. Guardian professionals also provided construction management, contractor bidding and selection, constr. Inspection, Davis Bacon, program administration.	
Indian River County John Stoll Chief – Long Range	2014- 2017	CDBG-NR CDBG-NR	\$750,000 \$750,000	CDBG NR projects were for new sewer lines/components and sewer hookups, and infrastructure for a County firehouse. The Guardian team provided grant	
Planner (772) 226-1243 istoll@ircgov.com	2011-2013		\$750,000	writing, is currently providing program management & project delivery services. The Guardian team will also provide construction management, contractor bidding and selection, construction, Davis Bacon and program	(Der
	2017- ongoing	CDBG HR		administration. Guardian provides ongoing initial inspections reports, detailed work writeups, cost estimates, and payment inspections.	
Hillsborough County Sabine Von Aulock Planning & Reporting Principle Planner (813) 274-6649 vonaulock@HillsboroughCounty.ORG	2015- 2017	CDBG, ESG, HOME	Entitlement Community Approximately \$8,000,000 per year	Guardian was contracted by Hillsborough County Affordable Housing Services to complete needed HUD compliant environmental reviews at various levels of housing and community development strategies for all HUD programs, CDBG, HOME, ESG.	
City of Avon Park Mark Schrader City Manager mschrader@avonpark.city	2011- 2013 2017- current 2020- 2020-	CDBG-HR CDBG- Mitigation CFHP	\$750,000 \$750,000 \$894,087 \$670,622	The CDBG HR Projects provide housing rehabilitation and or replacement, improvements to owner-occupied LMI/VLI households. 2017 The Guardian team continues to provide grant writing, program management, project delivery services and financial layering expertise. CDBG-Mitigation CFHP program will remodel	
		CDBG-MIT GIP	φ0/0,022	and upgrade existing fire station.	0

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
City of Avon Park Mark Schrader City Manager mschrader@avonpark.city	2013- 2015	CDBG-CR	\$750,000	Project for sidewalks, lighting, benches, landscaping, for downtown revitalization. Guardian team provided grant writing, prog. mgmt., project delivery, financial layering expertise. The Guardian team also provided construction observation, contractor bidding and selection, constr. inspection and program administration.	201 - Fra Mil out Instead Bad for his half for
City of Avon Park Mark Schrader City Manager mschrader@avonpark.city	2005- 2009	CDBG-CR, TIF, City funds, FDOT	\$1,000,000 local and grant funds layered.	Project provided street paving, sidewalks, and pedestrian malls. The Guardian team provided grant administration, layering expertise and contract implementation.	
Hernando County Ms. Veda Ramirez, Health & Human Services Manager, (352) 540-4338 vramirez@hernandocounty.us	2010- 2012 2017- 2022	CDBG-NR CDBG HR	\$750,000, layered with County & City funding, total project cost of approx. \$1M. \$750,000, layered with County SHIP of \$50,000	CDBG NR Project for new sewer/water lines, fire hydrants, & road restoration in LMI neighborhoods. The CDBG HR project provides for housing rehab for LMI & VLI homes. The Guardian team continues to provide grant planning/application & program administration, contract prep & implementation, conducted household surveys, project inspections and financial management. Project management includes training, ENVRR, reporting and compliance monitoring throughout the program.	
Citrus County Michelle Alford- Director Housing Services 2804 W.Marc Knighton Ct. Lecanto, Fl. 34461 Phone: (352) 527-7520 Michelle.Alford@citrusbocc.com	2010- 2012 2018- 2019	CDBG-ED + leverage (Wal- Mart) CDBG-ED CDBG-DRI Infrastructure	\$750,000 layered w/private funding of over \$2M. \$560,000 \$1,000,000	Project was for new water lines as part of the construction for job-creating business—Wal-Mart Supercenter. CDBG -DRI project is for demo/replace/elevate LMI homes damaged by hurricanes. CDBG-ED is for a Tech Recycling Plant. Guardian team provides grant application, administration, & program oversight. Including contract preparation implementation, conducting employee surveys, project inspections & financial management.	Low Prices 9

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Citrus County Michelle Alford- Director Housing Services 2804 W.Marc Knighton Ct. Lecanto, Fl. 34461 Phone: (352) 527-7520 Michelle.Alford@citrusbocc.com	2010- 2012	CDBG-HR	\$750,000	Project provided housing rehab and or replacement improvements to owner-occupied LMI and VLI households. The Guardian team provided applicant intake/evaluation, contractor bidding, selection, inspections, and grant administration & construction management. Includes project oversight and inspections.	
Citrus County Michelle Alford- Director Housing Services 2804 W.Marc Knighton Ct. Lecanto, Fl. 34461 Phone: (352) 527-7520 Michelle.Alford@citrusbocc.com	2015- 2017	CDBG-HR	\$750,000	Project provides housing rehab and or replacement of LMI & VLI occupied homes. The Guardian team is providing program management, housing rehab delivery services and financial layering expertise. The Guardian team provides applicant & construction mgmt., including intake, evaluation, contractor bidding, selection, performance Inspections and construction administration.	
City of Palm Coast Housing Program Jose Papa, AICP Senior Planner (386) 986-2469 jpapa@palmcoastgov.com	2011- 2013	CDBG-HR	\$750,000	Project provided housing rehab and or replacement of LMI & VLI occupied homes. The Guardian team provided grant writing, program management, housing rehab delivery services and financial layering expertise. The Guardian team provides applicant & construction mgmt., including intake, evaluation, contractor bidding, selection, performance Inspections and construction administration.	
City of Palm Coast Jose Papa, AICP Senior Planner (386) 986-2469 jpapa@palmcoastgov.com	2013- current 2020- current	CDBG Entitlement- Housing In progress Grant Compliance Assistance Services	\$varies/year based on action plan allocation. 2019 - \$20,000 in fees	The City contracted with Guardian for assistance with developing and implementing their CDBG Entitlement program. TA with ENVR Reviews, subordinations, etc. The Guardian team prepared the City's on sight admin. files and continues to provide housing inspection and work write ups for rehabilitation, ranking of applicants, project oversight, develop entitlement files, forms, polices & procedures for the administration of their CDBG program.	

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Town of Lake Placid Joe Barber Town Engineer/Utility Director (863) 699-3747 Iputilities@mylakeplacid.org	2006- 2008 2006- 2008	COOP WMD Reuse Main	Over \$1,500,000 over two grants with \$2,250,000 private match. \$1,000,000 Matching grant	Project to build and/or improve water and sewer mains and roads, water line improvements and reuse main. Partnered with senior living centers and a hotel. The Guardian team provided funding research, grant writing and program administration and contract prep, implementation, financial layering expertise, project oversight, & financial management.	
Town of Lake Placid Joe Barber Town Engineer/Utility Director (863) 699-3747 Iputilities@mylakeplacid.org	2012- 2014 2017- 2018 2017 2019	CDBG-NR CDBG-NR FEMA Pre Disaster CDBG-CR*	\$650,000 \$650,000 \$500,000 \$700,000	Project was for water treatment plant improvements and wastewater lift station and needed road repaving. The second NR project was for building upgrades and modifications, generators, and construction of waste-water treatment plant. FEMA funds were used for generators. The Guardian team members provided funding research, grant writing, financial leveraging, and program administration, including contract prep/implementation, project oversight, and financial management for the grant on all projects.	
City of Eagle Lake Mr. Pete Gardner, City Manager, (863) 293-4141 citymanager@eaglelake- fla.com	2009- 2011	CDBG-NR	\$700,000 of CDBG funds layered with local efforts, including a community budget issue request (CBIR)	Project was for new storm water facilities and retrofits in LMI neighborhoods. The Guardian team provided grant application, financial leveraging, administration & program oversight. Included contract preparation & implementation, and assistance with and attendance at all audits and monitoring visits.	
Osceola County Danicka Ransom Housing Manager (407) 742-8400 dransom@osceola.org	2009- 2011 2019- ongoing	CDBG-HR, SHIP CDBG/HOME	\$1,000,000 layered through SHIP and CDBG funds Task order	Program addressed LMI/VLI homeowner rehab housing units. The Guardian team provided grant writing, program management, housing rehabilitation delivery services and financial layering expertise. Guardian continues to ongoing provide general services and tech support/environmental reviews	

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
City of LaBelle Gary Hull, Superintendent of Public Works ghull@citylabelle.com (863) 675-2872	2008- 2011	CDBG-NR, USDA Water and Waste Loan-Grant (WWLG), SRF & private layering. CDBG-NR	\$15,000,000 USDA Loan- Grant \$2,000,000 SRF Grant \$700,000	Project was for new water treatment plant and well, and the 2017 NR project was for new sewer mains and water main replacement. The SRF Grant was for water plant upgrades. The Guardian team provided grant/loan writing and research, grantloan administration and technical support, and financial layering expertise.	
City of LaBelle Gary Hull, Superintendent of Public Works ghull@citylabelle.com (863) 675-2872	2010- 2012 2012- 2015	CDBG-ED (2), participating party funding	\$1,500,000 in CDBG funds leveraged with 2.5 million private match.	Project was for building/site construction that included the installation of sewer lines and water facilities for two businesses a strip mall and a car wash. The Guardian team provided grant/loan writing & research, grantloan admin. & tech support, financial layering expertise.	
Martin County Michelle Miller Human Serv. Admin. 435 Southwest Flagler Ave., Stuart, FL 34996 (772) 228-5735 mmiller@martin.fl.us	2007-2010	CDBG-NR	\$675,000 in CDBG funds leveraged with \$250,000 County funds	Project was for sewer lines and components along with new sewer hook-up. The Guardian team provided grant writing and program administration.	
Columbia County David Kraus	2016- 2017- 2018	CDBG-NR CDBG-ED 17	\$750,000 \$1,000,000	NR Project was for the installation of water lines to connect to the city water system and road pavement.	
County Manager (386)623-6320 135 NE Hernando	2018	CDBG -ED 18 CDBG-DRI	\$1,500,000 \$4,762,257	Guardian performed grant administrative services, environmental reviews, project oversight & financial mgmt. for the grants. CDBG-ED project is	
Avenue, Suite 203 Lake City, FL 32055 David Kraus@columbiac ountyfla.com	2019-	CDBG-DRI CDBG-HR	\$3,614,118 \$750,000	expansion of County wastewater treatment plant. A second CDBG ED is for sewer and water mains to a shopping center. Two DRI projects are for road flooding. New CDBG is for housing rehabilitation.	

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Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Lauri Benson Social Services Director (863)993-4858 I.benson@desotobocc.com	2018 – ongoing	Grant Admin/Enviro. Review	Task Order per ENVR task	Project is for housing rehabilitation of LMI/VLI homes. The Guardian team has been contracted to provide partial grant administration services, including document review and environmental review services for eleven (11) homes.	
City of Palmetto Jim Freeman City Clerk (941)723-45470 ifreeman@palmettofl.org	2016	CDBG-NR	\$750,000	Project was for water mains and street parking for LMI neighborhood. Guardian provided grant administrative services, environmental review services, project oversight and financial management for the grant.	
City of Palmetto Jim Freeman City Clerk (941)723-45470 ifreeman@palmettofl.org	2019 2019- current	CDBG-ED SRF	\$1,500,000 \$8,000,000	City is partnering with a hotel business to provide water, sewer, street improvement and stormwater. The SRF funds will provide wastewater treatment plant upgrades. The Guardian team is providing grant/loan writing & research, grant-loan admin., program management, technical support, and financial layering expertise.	
City of Stuart Pinal Gandhi-Savdas CRA Administrator 772-283-2532 pgandhi@ci.stuart.fl.us	2019-	CDBG-HR	\$750,000	The Guardian team has been contracted to provide Public Grant and Loan Funding Sources for Capital Facilities Planning, Program Administration, and Project Delivery Services for projects in CDBG regular category.	
Taylor County Jamie Evans-Grants Coordinator 401 Industrial Park Dr. Perry, Fl. 32347 (850) 838-3553 jamie.evans@taylorcountygov.com	2019-	CDBG-HR	\$750,000	The Guardian team has been contracted to provide program administrative services for grant/loan funded projects for community and economic development, and Project Delivery Services for projects in CDBG regular category.	TO B CODING

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Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
City of Riviera Beach Jeff Gagnon Planning/Zoning Admin. Depart. Comm. Develop. City of Riviera Beach, FL (561)845-4037 (561)845-4038 Fax Jgagnon@Rivierabch.com	2013- 2015	CDBG - DRI Disaster Recovery \$1,105,745	DRI funds in the amount of \$1,105,745	Guardian was contracted to provide monthly status report tracking & stages of applications, including expenditures & reconciliation, process applications, perform eligibility determination, project delivery, develop replacement cost & market value assessments, & perform analysis to demonstrate practicality of proposed repair or mitigating project.	
Martin County Michelle Miller Human Serv. Admin. 435 Southwest Flagler Ave., Stuart, FL 34996 (772) 228-5735 mmiller@martin.fl.us	2009- 2012	CDBG-DRI	\$2,000,000	Project was for hurricane housing, rehabilitation, and mitigation. Guardian provided applicate intake, budget tracking, reports, inspections, SOW, public meetings, and other grant administration responsibilities.	
City of Port Orange Joseph Castro Buyer City of Port Orange Finance Department 1000 City Center Circle Port Orange, FL 32129 386 506-5717	2020 -	HUD/CDBG Technical Assistance	\$70,000 PO and task orders	The Guardian team provides Technical assistance to create programs utilizing U.S. Department of Housing and Urban Development CDBG and Community Development Block Grant-CV funds. Assistance to include developing policies and procedures, application, checklist and continued technical assistance to answer questions and review items for compliance per CA7308.	1867 FLORIDA

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
		NSP			
Flagler County SHIP Housing Office Valerie Bradley, SHIP Administrator (386) 313-4037 vbradley@flaglercounty.org	2011- 2013	Florida NSP3	\$1,029,844 to be invested through NSP3.	Project addressed properties for the acquisition/rehabilitation of eligible foreclosed properties to rent to qualified households. The County worked with local contractor(s) to rehab properties and then a Community Based Organization to manage the rental of said properties to low income families.	
				The Guardian team provided program administration, training and technical support to staff, representation during site visits and monitoring, develop record/filing system for tracking grant activity, monitor for NSP compliance & construction oversight.	Flagler County FLORIDA
Ms. Veda Ramirez, Health & Human	2009- 2012	Florida NSP1	\$5,644,384 in NSP1 will be invested in the community.	NSP1 & NSP3 funds are being used as financing mechanisms for REO property purchases, REO-LMMI direct purchase assistance, acquisition housing rehabilitation and VLI rental housing.	
Services Manager, (352) 540-6791 vramirez@hernandocounty.us	2011- 2014	HUD - NSP3	\$1,953,975 in NSP3 will be invested in the community.	The Guardian team members provide grant writing, financial leveraging, planning, and program management expertise. This includes developing the County's application and supporting the County through the review and approval process. Grants management includes procedures, RFQ's, training, ENVRR, reporting and compliance monitoring throughout the program. Grant services also include Housing Delivery in the form of needs assessments, bidding and inspections.	

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Martin County Michelle Miller Human Serv. Admin. 435 Southwest Flagler Ave., Stuart, FL 34996 (772) 228-5735 mmiller@martin.fl.us	2009- 2013 2011- 2014	Florida NSP1 HUD – NSP3	\$4,300,000 will be invested through NSP and partner layering. \$3,200,000 will be invested through NSP3 layering.	NSP1 funding to address the problem of foreclosed and abandoned properties in targeted areas of greatest need. The Guardian team members provided grant writing, planning, financial layering, and program management expertise; includes procedures, RFQs, training, ENVRR, reporting and compliance monitoring and needs assessments, bidding and inspections are included.	FOR
City of Palm Coast Jose Papa, AICP Senior Planner (386) 986-2469 jpapa@palmcoastgov.com	2009- 2013 2011- 2014	Florida NSP1 HUD- NSP3	\$2,664,903 to be invested through NSP and partner layering. \$1,375,071 to be invested through NSP3.	Project for NSP1 & NSP3 for housing acquisition/rehab. Prog. For sale to households' w/incomes less than 120% of AMI, direct purchase assist. Housing acquisition/ rehab. Prog. For lease to households' w/ incomes less than 50% AMI. Guardian team members provided grant writing / planning, fin. Layering, & prog. Management. Includes supporting City through review & approval process. Grant management included procedures, RFQs, training, ENVRR, reporting & compliance monitoring, Housing Delivery tech support in the form of review and monitoring of needs assessments, bidding and inspections.	NEIGHBORHOOD STABILIZATION PROGRAM dix for rose obtails
Osceola County Housing Office Danicka Ransom, Housing Manager (407) 742-8400 danicka.ransom@osceola.org	2009- 2013 2011- 2014	Florida NSP1 Florida NSP3	Over \$20,000,000 of NSP1, private funding and Program Income will be invested in the community. Over \$4,000,000 in NSP3 funds and private layering will be invested in the community.	Project is for financing mechanisms for REO property purchases and REO-LMMI housing rehab. A minimum of 190 housing units will be addressed. The Guardian team members provided grant writing, leveraging expertise, planning, and program management. Including developing application & supporting the County through the review/approval. Grant 10gmt includes procedures, RFQ's, training, ENVRR, & compliance monitoring, Housing Delivery for needs assessments, bids/inspections.	SECRETARIA DE LA CAMPANA DE LA

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Putnam County Cindy Trent Grants Accountant (386) 326-7669 cindy.trent@putnam-fl.com	2011-13	Florida NSP3	\$1,029,844 to be invested through NSP3	Project was to use its NSP3 funds for the acquisition and rehab of eligible foreclosed properties to rent to qualified households. Guardian team members provide grant writing, leveraging expertise, planning and program management, including, but not limited to, reporting and compliance monitoring throughout the duration of the program. Guardian provides grant administration services to ensure grant compliance on items such as intake, tenant demographics and income qualifications, occupancy levels, and program income.	
		SHIP / CDBG		The second secon	
Martin County Michelle Miller Human Serv. Admin. 435 Southwest Flagler Ave., Stuart, FL 34996 (772) 228-5735 mmiller@martin.fl.us	2011- 2012 2012- 2013 2013- 2014 2017- open	SHIP CDBG HR In progress, currently contracted to administer all housing and CDBG programs	\$750,000 NR \$750,000 HR \$750,000 HR	Guardian was contracted for the overall management/compliance of the County's CDBG programs including SHIP. NR was for new sewer mains. HR was for housing rehab. Our responsibilities include: applicant intake, budget tracking, reports to FHIC & BOCC, inspections, SOW, bids, AHAC & public meetings, update LHAP, constr. Rehab, training, pay request approvals & response to client/homeowner.	Golden Gutt Martin Courty Redevelopment

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Indian River County John Stoll Chief, Long-Range Planning Phone: (772) 226-1250 Fax: (772) 226-1922 srohani@ircgov.com	2014 – ongoing	SHIP Housing Program Inspection Services	Housing delivery by the SHIP House assigned SHIP awards have been varied	Guardian team provides initial inspections to inspect all major systems of identified units including; before digital pictures & provide those pictures to County with initial inspection report, prepare detailed work write-up, cost estimate, and submit the work write-up and cost estimate to staff, conducts pre-bid walk-thru for rehabilitation contractors interested in bidding on the project, reviews bids submitted for the project and provides comments to staff, reviews and approves any change orders submitted for the project, visits the job and prepares a punch list of unfinished items for all completed jobs. Guardian also provides to the County documentation of notifications sent to Contractors and or Bidders, schedules and monitors all inspections in a timely manner and in accordance to contract and bid timelines. Completion of all inspection requirements conducted in accordance with HQS and Housing Plan requirements.	
Putnam County Tabitha Lassiter Executive Assistant (386) 329-1903 tabitha.lassiter@putnam-fl.gov	2015- 2016 2017- 2018- 2019	SHIP ongoing	\$350,000 Per year	The Guardian team provides initial inspections to inspect all major systems of the identified units including; before digital pictures and provide those pictures to the County with the initial inspection report, prepare work write-up, cost estimate, and submit the work write-up and cost estimate to staff, conducts pre-bid walk-thru for rehabilitation contractors interested in bidding on the project, reviews bids submitted for the project and provides comments to staff, reviews and approves any change orders submitted for the project, visits the job and prepares a punch list of unfinished items for all completed jobs.	

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
		Other			
Spring Lake Improvement Dist. (SLID)	2014- ongoing	FDEP 319 Grant (#1) \$624,000	Phase I Project is \$4+Million	Project is for a multi-phase Storm Water Management Project and drinking water system upgrades, wastewater collection mains, and a new WWTF.	
Joe DeCerbo Dist. Mgr. (863) 655-1715 idecerbo@springlakefl.com	2014- ongoing	FDEP 319 Grant (#2) \$624,000 SRF Funds Legislative Appropriation Request FDEP/SRF	\$415,999.96/ \$2,876,000 \$416,000 \$3,000,000	The Guardian team is contracted by the District to administer the funds for the large storm water improvement plan. Guardian's responsibilities include but are not limited to: develop compliance schedule, design and set up grant file system, update the file system and organize all program data, provide quarterly update and monitor files for audit readiness, liaison with Engineer	SpringLake Improvement District correce
		FEMA Public Assistance	\$200,000 est. \$5,000,000	and Contractor and act as funding advisor to Executive Director on all programs. Guardian provides grant	
	2010			research/application services for new FDEP grant and SRF loan opportunities, in addition to other applicable federal, state and other loan application.	
City of Sebring Scott Noethlich, City Administrator 368 S. Commerce Ave. Sebring, FL 33870 (863) 471-5100 scottnoethlich@mysebring.com	2019	SRF Grant Compliance Assistance Services	\$3,000,000	Current project is for water and wastewater small systems consolidation. Guardian is contracted for ongoing work orders for Clean Water State Revolving fund and Drinking Water State Revolving Fund.	
Sebring Airport Authority Mike Willingham Registered Agent 128 Authority Lane Sebring, FL 33870 863-314-1300 Mike@sebring- airport.com	2017- 2018 ongoing	FEMA Public Assistance	FEMA Irma	Guardian provides ongoing technical and compliance consulting with FEMA P.A. grants portal and mitigation.	

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Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
Gateway Community Development District Chris Shoemaker District Manager (239)284-0350 Chris.shoemaker@gatewaydistrict.org	2017- 2019- current	State Revolving Fund (SRF)	\$3,000,000+	Project is on the third phase of storm pond erosion control. Guardian is providing grant research/application services for new FDEP grant and SRF loan opportunities, in addition to other applicable federal, state and other loan application.	
City of Deltona Jessica Entwistle Administrative Assistant jentwistle@deltonafla.gov 2345 Providence Blvd. Deltona, FL 32725 386-878-8100	2016-	Open	Work based on Task Orders	Guardian has been contracted to provide Davis Bacon and FDOT compliance monitoring.	Deltons Deltona
City of Port St. Lucie Alessandra (Alex) Tasca Community Prog. Admin. Neighborhood Srv. Depart. (772) 871-7395 atasca@cityofpsl.com	2020-	Open	Fees assessed by Tasks.	Guardian has just been awarded this contract to provide the City with CDBG Grant Administration to complete the City's 5-year Consolidated Plan.	FLORIDA
City of New Port Richey Debbie Manns City Manager (727) 853-1021 MannsD@CityofNewPortRichey. org	2021-	CDBG-HR	\$750,000	Guardian has just been awarded this contract to provide the City with CDBG Grant Administration.	New Fort Fuckey

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
City of Brooksville Charlene Kuhn	2020-	CDBG	\$750,000	Guardian is providing Grant Writing and Grant Administration services for funding years 2020-2021.	quiron To a la constant de la consta
Special Projects Coordinator (352) 754-4986 ckuhn@cityofbrooksville.us					
Lake Placid Camp and Conference Center	2020-	SRF- WW	\$1,800,000 (80% Grant)	Guardian is providing loan and grant application writing and program administration services for funded grants	
Dr. Brian Wilson District Super Intendent (239) 561-1313 bwilson@sfnazarene.org		RIF	\$570,000	and loans.	LAKE PLACID Caup and Conterence
SWISSING SINGLE CITETORY		Septic to Sewer	\$600,000		unit
		SRF-DW	\$1,600,000		
City of St. Augustine Eric Walters Grants Administration Coordinator	2022-	CDBG-CV	\$1,251,299	Guardian is providing Grant Administration services for the St. Francis House Crisis Center Rehabilitation Project. Services include Environmental Review, grant compliance and reporting.	
(904) 209-4302 ewalters@citystaug.com					
City of Stuart Pinal Gandhi-Savdas CRA Administrator 772-283-2532 pgandhi@ci.stuart.fl.us	2022-	CDBG-CV	\$4,791,000	Guardian is providing Grant Administration services for the small business incubator and job training program Project. Services include Environmental Review, grant compliance and reporting.	

Local Government	Fund Year	Type of Grants	Funded Amount	Scope	Project
City of Lake Worth Beach Julie Parham Assistant Director of Water Utilities (561) 586-1798 jparham@lakeworthbeachfl.gov	2020-	CDBG-MIT	\$989,262	Guardian is providing Grant Administration services for the storm hardening of the City's Water Treatment Plant Project. Services include Environmental Review, grant compliance and reporting.	Compt.



PROPOSER'S CERTIFICATION

Submit To:						
City of Bushnell	City of Bushnell					
215 E. Joe P. Strickland Jr. Ave.	Request for Proposal (RFP)					
Bushnell, FL 33513	Certification and Addenda					
352-793-2951	Acknowledgement					
352-793-2711 (Fax)						
Due Date: September 15, 2023 D	ue Time: 4:00 p.m. RFP 2023-03					
Title: Professional Grant Writing and	d Administration Services					
Vendor Name:	Phone Number:					
Guardian Community Resource Management, Inc.	352-437-3902					
Vendor Mailing Address:	Fax Number:					
15000 Citrus Country Dr., Suite 331	863-583-0357					
City/State/ZIP:	Email Address:					
Dade City, FL 33523	corbett.alday@guardiancrm.com					
"I, the undersigned, certify that I have reviewed the addenda list timely commencement will be considered in award of this RFP a commencement time is not met, and that untimely commenceme the services will meet or exceed the RFP requirements. I, the un specifications, terms, and conditions as applicable for this Reque quality and type of coverage and services specified. I further decivity and type of coverage and services specified.	nd that cancellation of award will be considered if ent may be cause for termination of contract. I further certify that dersigned, declare that I have carefully examined the RFP, est, and that I am thoroughly familiar with all provisions and the clare that I have not divulged, discussed, or compared this RFP					
9/12/23						
Addendum # 1 Addendum # Addendum #	# Addendum # Addendum #					
compliance with all requirements of the RFP, including but not lir agency for "CITY" of Bushnell, respondent agrees that if this RFI transfer to the "CITY" of Bushnell all rights, title and interest in ar the anti-trust laws of the United States for price fixing relating to the "CITY." At the "CITY" of Bushnell's discretion, such assignme purchasing agency renders final payment to the respondent." _J. Corbett Alday, Vice-President & COO Authorized Agent Name, Title (Print)	ment or services and is in all respects fair and without collusion that I am authorized to sign this response and that the offer is in mited to certification requirements. In conducting offers with an point in a cacepted, the respondent will convey, sell, assign, or add to all causes of action it may now or hereafter acquire under the particular commodities or services purchased or acquired by the shall be made and become effective at the time the house of the convergence of the conv					
I his form must be completed an	d returned with your submission.					



Addendum No. 1 City of Bushnell RFP 2023-03 GRANT WRITING AND ADMINISTRATION SERVICES

To: All Plan Holders for the above referenced project

From: City of Bushnell, Morgan Wilson (mwilson@cityofbushnellfl.com or 352-793-2591)

Date: September 12, 2023

RE: Addendum No. 1 – GRANT WRITING AND ADMINISTRATION SERVICES

Addendum No. 1:

1) What is the correct address to mail my RFP package?

Answer: 117 E. Joe P. Strickland Jr. Ave, Bushnell, FL 33513

Please Acknowledge Receipt of Addendum No. 1:

bothell aldy

Bidder's Signature

Date

9/12/23

RFP 2023-03 Page 1 of 1

PROPOSALS FORM FOR CITY OF BUSHNELL



Name of "VENDOR" Submitting Proposals Guardian Community Resource Management, Inc.

Name of Person Submitting Proposals J. Corbett Alday, Vice-President & COO

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments here to attached. The "VENDOR" proposes and agrees, if this submission is accepted, to contract with the "CITY" of Bushnell to furnish all necessary materials, equipment, labor, and services necessary to complete the work covered by the RFP and Contract Documents for this Project. The "VENDOR" agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."

2 Sell Alds			
Signature			
9/8/23			
Date			
2023-03			
RFP Number			
[_] Check if exception(s) or devidetailing reason and type for the		tach separat	e sheet(s)

Statement of Terms and Conditions

PUBLIC ENTITY CRIME: 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 proposal/bild on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit proposal/shids on leases of real property to a public entity may not be awarded or perform work as a Contractor, supplier, sub-Contractor, or Contractor under a contract with any public entity, may not be awarded or perform work as a Contractor, supplier, sub-Contractor, or Contractor under a contract with any public entity in excess of the threshold amount provided in Section 257.017, for ATEGORY TWO for a period of 35 months from the date of being placed on the convicted "VENDOR" list.
INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless the "CITY" of Bushnell, and their elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangble property including the loss or loss of use resulting freefrom and is caused in whole or in part by any negligent act or omission of the Contractor.

PROHIBITION OF LOBBYING: During the blackout period which is the period between the time the

of the Contractor.

PROHIBITION OF LOBBYING: During the blackout period which is the period between the time the submittals for invitation to Bid or the Request for Proposals, or Proposals, or information, as applicable, are received at Contracts/Purchasing and the time the "CITY" awards the contract, no

submittals for Invitation to Bid or the Request for Proposals, or Proposals, or Information, as applicable, are received at Contracts/Purchasing and the time the "CITY" awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the "CITY," or any "CITY" employee other than the Grant/Finance Administrator. Violation of this provision may result in disproposal of violating party. All questions regarding this Request for Proposals (RFP) or Invitation to Bid (BID) must be submitted in writing to the "CITY" a Grant/Finance Administrator.

ANTITRUST LAWS: By submission of a signed RFP or BID, the successful "VENDOR" acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. "VENDOR"s shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the "CITY"s at the time of the RFP or BID, or at the time of occurrence of the Conflict of Interest thereafter. INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any "CENDOR"s shall be measing of the RFP/BID Contract Documents. Any inquiry or request for interpretation received by the Grant/Finance Administrator before the date listed therein will be given consideration. All such changes or interpretations will be made to any "CENDOR"s shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda of a addendum, his offer will nevertheless be construed as

the unit or lump sum prices bid.
GOVERNING LAWS AND REGULATIONS: The "VENDOR" is required to be familiar with and shall

consible for complying with all federal, state and local laws, ordinances, rules and regulations any manner affect the work.

that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: "VENDOR's are hereby notified that all information submitted as part of, or in support of RFP's/BID's, will be available for public inspection ten days after opening of the RFP's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florids statutes. All RFP's/BID's submitted in response to this solicitation become the property of the "CITY." Unless information submitted is proprietary, copy written, trademarked, or patented, the "CITY" reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/BID, in its best interest.

TAXES: The "CITY" of Bushnell is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

TAXEs: The "CITY" of Bushnell is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFP/BID, all "VENDOR"s shall shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, "VENDOR," or person to submit a collusive or sham proposal in connection with the work for which their RFP/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/BID pric or any other Bidder, or to fix any overhead, profit, or cost elements of the RFP/BID price or the RFP/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the

proposed work.

PROPOSER RESPONSIBILITY: Invitation by the "CITY" to "VENDOR"s is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. "VENDOR"s or individuals submit their responses on a voluntary basis, and therefore are

State law. "VENDOR's or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind. CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFP/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the "VENDOR's will become the property of the "CITY". Reference to literature submitted with a previous RFP/BID will not relieve the Bidder from including any required documents with this PEP/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/BID Documents. EXAMINATION OF BID DOCUMENTS. Each Block and/or Specifications and other applicable to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself throughly regarding any and all conditions and requirements that maw in any manner affect cost, progress or performance of the work to. documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the "VENDOR" will in no way relieve him of the obligations and responsibilities assumed under the Contract "VENDOR" RESPONSIBILITY: "VENDOR's are fully and completely responsible for the labeling, identification and delivery of their submittals. The Grant/Finance Administrator will not be responsib for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate." The Drug Free Workplace "VENDOR" shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

THE "CITY" OF BUSHNELL, is a political subdivision of the State of Florida, and reserves the right to anvive any informalities or irregularities in the examination process, and reserves the right to award contracts in the best interest of the "CITY." examination process, and reserves the right to award contracts in the best interest of the "CITY" as Submittals not meeting stated minimum terms and proposals may be rejected by the "CITY" as non-responsive. The "CITY" reserves the right to reject any or all submittals without cause. The "CITY" reserves the right to reject the submission of any "VENDOR" in arrears or in default upon any debt or contract to the "CITY," or who has failed to perform faithfully any previous contract with the "CITY"s or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFP/BID become public records subject to the provisions of Chapter 119, Florida Statutes. VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the "CITY"s.

VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the "CITY"s. PREPARATION OF PROPOSALS/BIDS: Signature of the Bidder: The Bidder must sign the RFP/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as," must appear beneath such signature to the case of a partnership, the signature of at least one of the partners must follow the "VENDOR" name and the words, "Member of the "VENDOR" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFP/BID must be submitted. The Proposer/Bidder shall state in the RFP/BID FORMS the name and address of each person interested therein. dress of each person interested therein

address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lumpsum or unit price basis according to specifications on the RFP/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be lessed to determine the project bid ampurity.

appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFP/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFP identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder will become contractual obligations if acquisition action ensues. Failure of the award and such "VENDOR" may be removed from future participation.

AWARD OF BID: its the "CITY" intent to select a "VENDOR" within sixty (60) calendar days of the deadline for receipt of Proposals/Bids. However, Proposals/Bids must be valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFP/BID.

ADDITIONAL REQUIREMENTS: The "VENDOR"s shall furnish such additional information as the "CITY" may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The "CIT" reserves the right to make investigations of the proposals of the "VENDOR" as it deems appropriate.

PREPARATION COSTS: The "CITY" shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFP/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the "CITY" representative. All work will proceed in a finely manner without delays. The Contractor shall commence the work UPON RECEIPT Or NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall de

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless

Otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):
The "VENDOR" by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. "VENDOR" has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the "VENDOR"s approval — without the "VENDOR"s approval, the seeking Agency cannot Piggy-Back

Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Grant/Finance Administrator. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a counier account number (UPS, FedEx, etc.). Proposers/Bidders are required to use the official RFP /BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFP/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposal/Bid. RFP/BID FORM documents for this project are free of charge and are available online.

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, trade names information and realing numbers is listed in a specification are to information. MANUFACTURER'S NAME AND APPROVED EQUÍVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/BID specification for any item(s). If RFP's/BID's are based on equivalent products, indicate on the RFP/BID FORM the manufacturer's product name and iterature, and/or complete specifications. Reference to literature submitted with a previous RFP/BID bill not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP's/BID's which do not comply with these requirements are subject to rejection. RFP's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered incomplete compliance with the specifications as listed on the RFP/BID FORM. The Grant/Finance Administrator is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction.

specifications as listed on the RFP/BID FORM. The Grant/Finance Administrator is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the "CITY" unless evidenced by a Change Notice issued and signed by the Grant/Finance Administrator, or designated representative.

QUANTITIES: The quantities as specified in this RFP/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacture brand name and number, RFP/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the "CITY" within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: "VENDOR" may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original "CITY" format must be included in any re-created document.

ACKNOWLEDGED:

Corbell aldy 9/8/23

HOLD HARMLESS AGREEMENT

The Contractor agrees to hold the "CITY" of Bushnell harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting therefrom, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Contractor.

The Contractor shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Contractor shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the "CITY" representative requesting the service.

By signature upon this form the Contractor stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

uardian Community Resource Management, Inc.	. Howellandy
Contractor/"VENDOR"- Printed Name	Signature
RFP No. 2023-03	9/8/23
Project Name	Date

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

Guardian Community Resource Management, Inc. (Print or type name of "VENDOR")

 Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the workplace, the "VENDOR"'s policy of
 maintaining a drug free working environment, and available drug counseling, rehabilitation, and
 employee assistance programs, and the penalties that may be imposed upon employees for drug
 use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFP or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services
 that are under RFP or bid, the employee will abide by the terms of the statement and will notify
 the employer of any conviction of, pleas of guilty or nolo contendere to any violation of Chapter
 1893, or of any controlled substance law of the State of Florida or the United States, for a
 violation occurring in the workplace, no later than five (5) days after such conviction, and requires
 employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.

Authorized Signature

 Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.

9/8/23

"As a person authorized to sign this statement, I certify that the above-named business,
 "VENDOR" or corporation complies fully with the requirements set forth herein."

State of: Florida

County of: Pasco

Sworn to and subscribed before me this 8th day of September, 2023.

Personally Known or Produced Identification (Specify Type of Identification)

Manfan

Signature of Notary

My Commission Expires July 30, 2026

(seal)

tr	Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (indicate which statement applies).
a e J - o a h	Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to ally 1, 1989. The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
o a h 1 C C ir	The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1989. However, there has been a subsequent proceeding before a Hearing officer of the State of Florida, Division of Administrative Hearings and the Final order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted VENDOR" list. (attach a copy of the final order)
ENTITY ID ENTIFIE FORM IS VALID TH UNDERSTAND TH. CONTRACT IN EXC	HAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS HROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO AT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM. Authorized Signature
	9/8/23
	Date Signed
State of: Florida	
County of: Pasco	
Sworn to and sub	scribed before me this 8thday of <u>September</u> , 20 <u>23</u> .
Personally Known	or Produced Identification(Specify Type of Identification)
Signature of Nota	TV Notary Public State of Florida
My Commission E	Marina Edwards
(seal)	This document must be completed and returned with your submission.

CONFLICT OF INTEREST DISCLOSURE FORM

I	\vdash	ΙE	R	Ε	В	Y	CE	ΞF	T?	IF	Υ	tl	na	t
---	----------	----	---	---	---	---	----	----	----	----	---	----	----	---

(seal)

1.	I (printed name) J. Corbett Alday am the (title) Vice President & COO and the duly authorized representative of the "VENDOR" of ("VENDOR" Name) Guardian Community Resource Management, Inc whose address is 15000 Citrus Country Drive, Suite: 331, Dade City, FL 33523, and that I possess the legal authority to make this affidavit on behalf of myself and the "VENDOR" for which I am acting; and,								
2.	Except as listed below, no employee, officer, or agent of the "VENDOR" have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,								
3.	This bid proposal is made without prior understanding, agreement, or connection with any corporation, "VENDOR," or person submitting a bid proposal for the same services and is in all respects fair and without collusion or fraud.								
EXCE	PTIONS (List)								
	Hodell Aldy								
	Authorized Signature								
	9/8/23 Date Signed								
State o	of: Florida								
	r of: Pasco								
Sworn	to and subscribed before me this 8thday of September, 2023.								
Person	nally Known or Produced Identification(Specify Type of Identification)								
	mmission Expires 43 2024 Notary Public State of Florida Marina Edwards My Commission HH 253943 Exp. 7/30/2026								

IMMIGRATION AFFIDAVIT CERTIFICATION

This Affidavit is required and should be signed, notarized by an authorized principal of the firm, and submitted with formal Invitations to Bid (ITB's) and Request for Proposals (RFP) submittals. Further, Consultants/Bidders are required to enroll in the E-Verify program, and provide acceptable evidence of their enrollment, at the time of the submission of the Consultant/Bidder's proposal. Acceptable evidence consists of a copy of the properly completed E-Verify Company Profile page or a copy of the fully executed E-Verify Memorandum of Understanding for the company. Failure to include this Affidavit and acceptable evidence of enrollment in the E-Verify program may deem the Consultant/Bidder's proposal as nonresponsive.

The City of Bushnell will not intentionally award City contracts to any Consultant who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA"). The City of Bushnell may consider the employment by any Consultant of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A(e) of the INA shall be grounds for unilateral termination of the contract by the City of Bushnell.

Consultant attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent Amendment(s)) and agrees to comply with the provisions of the Memorandum of Understanding with E-Verify and to provide proof of enrollment in The Employment Eligibility Verification System (E-Verify), operated by the Department of Homeland Security in partnership with the Social Security Administration at the time of submission of the Consultant/Bidder's proposal.

Company Name: Guardian Community Resource	e Management, Inc.
Print Name: J. Corbett Alday	Title: _Vice President & COO
Signature 2 Webell aldy	Date: 9/8/23
Florida	
State of: Florida	
County of: Pasco	
Sworn to and subscribed before me this 8th day	of September , 2023.
Personally Known or Produced Identification	
Manufur	(Specify Type of Identification)
Signature of Notary	Notary Public State of Florida
My Commission Expires July 30, 2026	Marina Edwards My Commission HH 253943 Exp. 7/30/2026
(seal)	Exp. 7730/2020

The signee of this affidavit guarantees, as evidenced by the affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.



Welcome Christine Alday

■ MENU

Company Information

Company Name

Guardian Community Resource Management Inc.

Company ID Number

1492082

Doing Business As (DBA) Name

--

DUNS Number

023064675

Physical Location

Address 1

15000 Citrus Country Drive Suite 331

Address 2

--

City

Dade City

State

FL

Zip Code

33523

County

PASCO

Mailing Address

Address 1

15000 Citrus Country Drive Suite 331

Address 2

--

City

Dade City

State

FL

Zip Code

Additional Information

Employer Identification Number 134309252

Total Number of Employees 5 to 9

Parent Organization

--

Administrator

--

Organization Designation

Employer Category
Federal Contractor without FAR E-Verify Clause

View / Edit

NAICS Code

925 - ADMINISTRATION OF HOUSING PROGRAMS, URBAN PLANNING, AND COMMUNITY DEVELOPMENT

View / Edit

Total Hiring Sites

1

View / Edit

Total Points of Contact

1

View / Edit

View Original MOU Template

View MOU





Last Login: 02/04/2021 01:54 PM

U.S. Department of Homeland Security

U.S. Citizenship and Immigration Services

Enable Permanent Tooltips

Accessibility

Download Viewers



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/25/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

una cerune	are does not comer rights to the certificate no	IUUI	III hea or saci	CHACISCHI	enda).			
PRODUCER				CONTACT NAME:	Jacqueline Mowery			
Claim a vice diagram of mo.		PHONE (A/C, No. Ext)	: (863) 688-5495	FAX (A/C, No):	(863)	688-4344		
01 Laka Mortan Driva		E-MAIL ADDRESS:	certificateslakeland@stahlinsurance.com					
P O Box 3608					INSURER(S) AFFORDING COVERAGE			NAIC#
Lakeland		FL	33802	INSURER A:	Southern Owners Insurance Co			10190
INSURED				INSURER B:	FFVA Mutual Insurance Co			10385
	Guardian Community Resource Management Inc			INSURER C:	United States Liability Ins Co			25895
	3020 Bruton Rd			INSURER D:				
				INSURER E :				
	Plant City	FL	33565	INSURER F:				
COVEDAGES	CERTIFICATE NUMBE	D.	23-24 Master		DEVISION NUM	BED.		

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	TYPE OF INSURANCE	ADDL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	s 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
l	Contractual Liability						MED EXP (Any one person)	s 10,000
Α	XCU Coverage Included	Y	Y	72261676	05/03/2023	05/03/2024	PERSONAL & ADV INJURY	s 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	s 2,000,000
	POLICY X PRO-						PRODUCTS - COMP/OP AGG	s 2,000,000
	OTHER:							s
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	s 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	\$
Α	OWNED SCHEDULED AUTOS	1		72261676	05/03/2023	05/03/2024	BODILY INJURY (Per accident)	s
	HIRED NON-OWNED AUTOS ONLY	-					PROPERTY DAMAGE (Per accident)	\$
								s
	✓ UMBRELLA LIAB ✓ OCCUR						EACH OCCURRENCE	\$ 2,000,000
Α	EXCESS LIAB CLAIMS-MADE			4657373401	05/03/2023	05/03/2024	AGGREGATE	\$ 2,000,000
	DED RETENTION \$ 10,000							s
1	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						➤ PER STATUTE ER	
В	ANY PROPRIETOR/PARTNER/EXECUTIVE N	N/A	Y	WC84000183642023A	01/02/2023	01/02/2024	E.L. EACH ACCIDENT	s 1,000,000
-	(Mandatory in NH)		'	1100 1000 1000 12020/1	V 170222020	011022021	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	s 1,000,000
	Professional Liability E&O						General Aggregate	2,000,000
C				SP1014974O	04/13/2023	04/13/2024	Each Occurrence	1,000,000
							Deductible	1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Bushnell, its Council members, partners, officials, directors, agents, and employees are listed as an additional insured in respects to the General liability when required by written contract. Waiver of subrogation also applies on the General Liability and Workers Compensation when required by written contract.

CERTIFICATE HOLDER	CANCELLATION
For information purposes only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE
	Lug h Popular

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Additional Insured/PNC/Ongoing/Completed

55373 (5-17)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. Under SECTION II WHO IS AN INSURED is amended. The following provision is added. A person or organization is an Additional Insured, only with respect to liability caused, in whole or in part, by "your work" for that Additional Insured by or for you:
 - 1. If required in a written contract or agreement; or
 - If required by an oral contract or agreement only if a Certificate of Insurance was issued prior to the loss indicating that the person or organization was an Additional Insured.
- B. SECTION III LIMITS OF INSURANCE is amended. The following provision is added. The limits of liability for the Additional Insured are those specified in the written contract or agreement between the insured and the owner, lessee or contractor or those specified in the Certificate of Insurance, if an oral contract or agreement, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.
- C. SECTION IV COMMERCIAL GENERAL LIABILITY CONDITIONS is amended.
 - The following condition is added to 4. Other Insurance.

This insurance is primary for the Additional Insured, but only with respect to liability caused,

- in whole or in part, by "your work" for that Additional Insured by or for you. Other insurance available to the Additional Insured will apply as excess insurance and not contribute as primary insurance to the insurance provided by this endorsement.
- 2. The following condition is added.
 Other Additional Insured Coverage Issued By
 Us

If this policy provides coverage for the same loss to any Additional Insured specifically shown as an Additional Insured in another endorsement to this policy, our maximum limit of insurance under this endorsement and any other endorsement shall not exceed the limit of insurance in the written contract or agreement between the insured and the owner, lessee or contractor, or the limits provided in this policy, whichever is less. Our maximum limit of insurance arising out of an "occurrence", shall not exceed the limit of insurance shown in the Declarations, regardless of the number of insureds or Additional Insureds.

All other policy terms and conditions apply.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY PLUS COVERAGE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- 1. EXTENDED WATERCRAFT LIABILITY **SECTION I - COVERAGES, COVERAGE A -BODILY INJURY AND PROPERTY DAMAGE LIA-**BILITY, 2. Exclusions is amended. Exclusion g.(2) is deleted and is replaced by the following exclusion.
 - (2) A watercraft you do not own that is:
 - (a) Less than 50 feet long; and
 - (b) Not being used to carry persons or property for a charge;

2. HIRED AUTO AND NON-OWNED AUTO LIABILITY

Coverage for "bodily injury" and "property damage" liability provided under SECTION I - COVERAGES. **COVERAGE A - BODILY INJURY AND PROP-**ERTY DAMAGE LIABILITY, is extended as follows under this item, but only if you do not have any other insurance available to you which affords the same or similar coverage.

Coverage

We will pay those sums the insured becomes legally obligated to pay as damages because of "bodily injury" or "property damage" arising out of the maintenance or use of an "auto":

- a. You do not own:
- **b.** Which is not registered in your name; or
- c. Which is not leased or rented to you for more than ninety consecutive days and which is used in your business.

Exclusions

With respect to only HIRED AUTO AND NON-OWNED AUTO LIABILITY, the exclusions which apply to SECTION I - COVERAGES, COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY, other than the Nuclear Energy Liability Exclusion Endorsement, do not apply. The following exclusions apply to this coverage.

This coverage does not apply to:

- a. "Bodily injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" resulting from the use of reasonable force to protect persons or property.
- **b.** Any obligation of the insured under a workers compensation, disability benefits or unemployment compensation law or any similar law.
- c. (1) "Bodily injury" or "property damage" arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants":
 - (a) That are, or are contained in any property that is:
 - 1) Being transported or towed by, handled or prepared for placement into or upon, or taken from the "auto";
 - 2) Otherwise in the course of transit by you or on your behalf; or
 - 3) Being disposed of, stored, treated or processed into or upon the "auto";
 - (b) Before such "pollutants" or property containing "pollutants" are moved from the place they are accepted by you or anyone acting on your behalf for placement into or onto the "auto"; or
 - (c) After such "pollutants" or property containing "pollutants" are removed from the "auto" to where they are delivered, disposed of or abandoned by you or anyone acting on your behalf.

Paragraph c.(1)(a) does not apply to "pollutants" that are needed or result from the normal mechanical, electrical or hydraulic functioning of the "auto" or its parts, if the discharge, release, escape, seepage, migration or dispersal of such "pollutants" is directly from a part of the "auto" designed to hold, store, receive or dispose of such "pollutants" by the "auto" manufacturer.

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Page 1 of 6

Paragraphs c.(1)(b) and c.(1)(c) do not apply, if as a direct result of maintenance or use of the "auto", "pollutants" or property containing "pollutants" which are not in or upon the "auto", are upset, overturned or damaged at any premises not owned by or leased to you. The discharge, release, escape, seepage, migration or dispersal of the "pollutants" must be directly caused by such upset, overturn or damage.

- (2) Any loss, cost or expense arising out of any:
 - (a) Request, demand or order that any insured or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of "pollutants"; or
 - (b) Claim or "suit" by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to, or assessing the effects of "pollutants".
- **d.** "Bodily injury" or "property damage" however caused, arising directly or indirectly, out of:
 - (1) War, including undeclared or civil war;
 - (2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack, by any government, sovereign or other authority using military personnel or other agents; or
 - (3) Insurrection, rebellion, revolution, usurped power, or action taken by governmental authority in hindering or defending against any of these.
- e. "Bodily injury" or "property damage" for which the insured is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages:
 - (1) Assumed in a contract or agreement that is an "insured contract", provided the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement. However, if the insurance under this policy does not apply to the liability of the insured, it also does not apply to such liability assumed by the insured under an "insured contract".
 - (2) That the insured would have in the absence of the contract or agreement.
- f. "Property damage" to:
 - (1) Property owned or being transported by, or rented or loaned to any insured; or
 - (2) Property in the care, custody or control of any insured other than "property damage" to

- a residence or a private garage by a private passenger "auto" covered by this coverage.
- g. (1) "Bodily injury" to:
 - (a) An "employee" of the insured arising out of and in the course of employment by the insured; or
 - (b) The spouse, child, parent, brother or sister of that "employee" as a consequence of Paragraph g.(1)(a).
 - (2) This exclusion applies:
 - (a) Whether the insured may be liable as an employer or in any other capacity; and
 - (b) To any obligation to share damages with or repay someone else who must pay damages because of the injury.
 - (3) This exclusion does not apply to:
 - (a) Liability assumed by the insured under an "insured contract".
 - (b) "Bodily injury" to any "employee" of the insured arising out of and in the course of his or her domestic employment by the insured unless benefits for such injury are in whole or in part either payable or required to be provided under any workers compensation law.

Who Is An Insured

With respect to only this coverage, **SECTION II - WHO IS AN INSURED** is deleted and replaced by the following provision.

SECTION II - WHO IS AN INSURED

- Each of the following is an insured with respect to this coverage.
 - (1) You.
 - (2) Your partners if you are designated in the Declarations as a partnership or a joint venture.
 - (3) Your members if you are designated in the Declarations as a limited liability company.
 - (4) Your "executive officers" if you are designated in the Declarations as an organization other than a partnership, joint venture or limited liability company.
 - (5) Any person using the "auto" and any person or organization legally responsible for the use of an "auto" not owned by such person or organization, provided the actual use is with your permission.
- **b.** None of the following is an insured:
 - (1) Any person engaged in the business of his or her employer with respect to "bodily injury" to any co-"employee" of such person injured in the course of employment.
 - (2) Any person using the "auto" and any person other than you, legally responsible for its use with respect to an "auto" owned or registered in the name of:

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- (a) Such person; or
- (b) Any partner or "executive officer" of yours or a member of his or her household; or
- (c) Any "employee" or agent of yours who is granted an operating allowance of any sort for the use of such "auto".
- (3) Any person while employed in or otherwise engaged in duties in connection with an "auto business", other than an "auto business" you operate.
- (4) The owner or lessee (of whom you are a sub-lessee) of a hired "auto" or the owner of an "auto" you do not own or which is not registered in your name which is used in your business or any agent or employee of any such owner or lessee.
- (5) Any person or organization with respect to the conduct of any current or past partnership or joint venture that is not shown as a Named Insured in the Declarations.

Additional Definitions

The following definition applies to only this coverage. "Auto business" means the business or occupation of selling, repairing, servicing, storing or parking "autos".

Limits of Insurance

With respect to only this coverage, **SECTION III - LIMITS OF INSURANCE** is deleted and replaced by the following provision.

SECTION III - LIMITS OF INSURANCE

- a. The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:
 - (1) Insureds;
 - (2) Claims made or "suits" brought; or
 - (3) Persons or organizations making claims or bringing "suits".
- b. We will pay damages for "bodily injury" or "property damage" up to the limits of liability shown in the Declarations for this coverage. Such damages shall be paid as follows:
 - (1) When Hired Auto and Non-Owned Auto Each Occurrence Limit is shown in the Declarations, such limit is the total amount of coverage and the most we will pay for all damages because of or arising out of all "bodily injury" and "property damage" in any one "occurrence".
 - (2) When Bodily Injury Hired Auto and Non-Owned Auto Each Occurrence Limit and Property Damage Hired Auto and Non-Owned Auto Each Occurrence Limit are shown in the Declarations:

- (a) The limit shown for Bodily Injury Hired Auto and Non-Owned Auto Each Occurrence is the total amount of coverage and the most we will pay for all damages because of or arising out of all "bodily injury" in any one "occurrence".
- (b) The limit shown for Property Damage Hired Auto and Non-Owned Auto Each Occurrence is the total amount of coverage and the most we will pay for all damages because of or arising out of all "property damage" in any one "occurrence".
- 3. BROADENED SUPPLEMENTARY PAYMENTS
 SUPPLEMENTARY PAYMENTS COVERAGES A
 AND B, Paragraph 1.d. is amended.
 The amount we will pay for the actual loss of earnings is increased from \$250 per day to \$400 per day.

4. ADDITIONAL PRODUCTS-COMPLETED OPERA-TIONS AGGREGATE LIMIT

If the endorsement, EXCLUSION - PRODUCTS COMPLETED OPERATIONS HAZARD, CG 21 04, is not attached to this policy, then the following provision is added to **SECTION III - LIMITS OF INSURANCE**.

Commencing with the effective date of this policy, we will provide one additional Products-Completed Operations Aggregate Limit, for each annual period, equal to the amount of the Products-Completed Operations Aggregate Limit shown in the Declarations. The maximum Products-Completed Operations Aggregate Limit for any annual period will be no more than two times the original Products-Completed Operations Aggregate Limit.

5. PERSONAL INJURY EXTENSION

- a. If the endorsement EXCLUSION PERSONAL AND ADVERTISING INJURY, CG 21 38, is attached to this policy, then this provision, 5. PERSONAL INJURY EXTENSION, does not apply.
- b. If the endorsement EXCLUSION PERSONAL AND ADVERTISING INJURY, CG 21 38, is not attached to this policy, then under SECTION V -DEFINITIONS, 14. "Personal and advertising injury" is deleted and replaced by the following definition.
 - **14.** "Personal and advertising injury" means injury, including consequential "bodily injury", arising out of one or more of the following offenses:
 - a. False arrest, detention or imprisonment;
 - **b.** Malicious prosecution;
 - The wrongful eviction from, wrongful entry into, or invasion of the right of private

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occupancy of a room, dwelling or premises that a person occupies, committed by or on behalf of its owner, landlord or lessor:

- d. Oral or written publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services:
- e. Oral or written publication, in any manner, of material that violates a person's right of privacy;
- f. The use of another's advertising idea in your "advertisement";
- g. Infringing upon another's copyright, trade dress or slogan in your "advertisement"; or
- h. Discrimination, humiliation, sexual harassment and any violation of civil rights caused by such discrimination, humiliation or sexual harassment.
- 6. BROADENED KNOWLEDGE OF OCCURRENCE SECTION IV COMMERCIAL GENERAL LIABIL-ITY CONDITIONS, 2. Duties In The Event Of Occurrence, Offense, Claim Or Suit is amended. The following condition is added.

Paragraphs **a.** and **b.** of this condition will not serve to deny any claim for failure to provide us with notice as soon as practicable after an "occurrence" or an offense which may result in a claim:

- a. If the notice of a new claim is given to your "employee"; and
- b. That "employee" fails to provide us with notice as soon as practicable.

This exception shall not apply to you or to any officer, director, partner, risk manager or insurance manager of yours.

- 7. DAMAGE TO PREMISES RENTED TO YOU
 - a. SECTION I COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions is amended.
 - (1) The last paragraph is deleted and replaced by the following paragraph. Exclusions c. through n. do not apply to damage by fire, lightning, explosion, smoke or water damage to premises rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to this coverage as described in 7. DAMAGE TO PREMISES RENTED TO YOU, b. Limits of Insurance.
 - (2) The following additional exclusions apply to "property damage" arising out of water damage to premises rented to you or

temporarily occupied by you with permission of the owner.

- (a) "Property damage" to:
 - The interior of the premises caused by or resulting from rain or snow, whether driven by wind or not; or
 - Heating, air conditioning, plumbing or fire protection systems, or other equipment or appliances.
- (b) "Property damage" caused by or resulting from any of the following:
 - Mechanical breakdown, including bursting or rupture caused by centrifugal force;
 - **2)** Cracking, settling, expansion or shrinking;
 - 3) Smoke or smog;
 - Birds, insects, rodents or other animals;
 - 5) Wear and tear;
 - 6) Corrosion, rust, decay, fungus, deterioration, hidden or latent defect or any quality in property that causes such property to destroy or damage itself; or
 - 7) Water that flows or leaks from any heating, air conditioning, plumbing or fire protection system caused by or resulting from freezing, unless:
 - You make a reasonable effort to maintain heat in the building or structure; or
 - b) You drain the equipment and shut off the water supply if the heat is not maintained.
- (c) "Property damage" caused directly or indirectly by any of the following:
 - Water that backs up from a drain or sewer:
 - 2) Mud flow or mudslide;
 - Volcanic eruption, explosion or effusion;
 - 4) Any earth movement, such as earthquake, landslide, mine subsidence, earth sinking, earth rising or earth shifting;
 - 5) Regardless of the cause, flood, surface water, waves, tides, tidal waves, storm surge, overflow of any body of water, or their spray, all whether wind driven or not; or
 - 6) Water under the ground surface pressing on, or seeping or flowing through:
 - a) Walls, foundations, floors or paved surfaces;

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Policy Number 144612-72261676

- b) Basements, whether paved or not; or
- Doors, windows or other openings.
- (d) "Property damage" for which the insured is obligated to pay as damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the insured would have in the absence of this contract or agreement.
- b. Limits of Insurance

With respect to this coverage only, under **SECTION III - LIMITS OF INSURANCE**, Paragraph **6.** is deleted and replaced by the following Paragraph.

- 6. The most we will pay under Coverage A for damages because of "property damage" to premises rented to you or temporarily occupied by you with permission of the owner arising out of or caused by fire, lightning, explosion, smoke and water damage is the amount shown in the Declarations under Damage to Premises Rented to You.
- c. SECTION IV COMMERCIAL GENERAL LIA-BILITY CONDITIONS, 4. Other Insurance, Paragraph b. is amended. The word fire is amended to include fire, lightning, explosion, smoke or water damage.

8. BLANKET ADDITIONAL INSURED - LESSOR OF LEASED EQUIPMENT

- a. (1) SECTION II WHO IS AN INSURED is amended to include as an additional insured any person or organization with whom you have agreed:
 - (a) In a written contract or agreement, executed prior to loss, to name as an additional insured; or
 - (b) In an oral contract or agreement, executed prior to loss, to name as an additional insured only if a Certificate of Insurance was issued prior to loss indicating that the person or organization was an additional insured.
 - (2) This provision applies only with respect to liability for:
 - (a) "Bodily injury":
 - (b) "Property damage"; or
 - (c) "Personal and advertising injury" caused in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization.
- **b.** With respect to the insurance afforded to an additional insured, this insurance does not apply

to any "occurrence" which takes place after the equipment lease expires.

c. The following provision is added to **SECTION III - LIMITS OF INSURANCE**.

The Limits of Insurance for the additional insured are those specified in the written contract or agreement between the insured and the lessor, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the Limits of Insurance shown in the Declarations.

9. BLANKET ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES

- a. SECTION II WHO IS AN INSURED is amended to include as an additional insured any person or organization with whom you have agreed:
 - In a written contract or agreement, executed prior to loss, to name as an additional insured; or
 - (2) In an oral contract or agreement, executed prior to loss, to name as an additional insured only if a Certificate of Insurance was issued prior to loss indicating that the person or organization was an additional insured

but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you.

- b. This provision is subject to the following additional exclusions.
 - (1) Any "occurrence" which takes place after you cease to be a tenant in that premises.
 - (2) Structural alterations, new constructions or demolition operations performed by or on behalf of the additional insured.
- c. The following provision is added to **SECTION III LIMITS OF INSURANCE**.

The Limits of Insurance for the additional insured are those specified in the written contract or agreement between the insured and the manager or lessor of the premises, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the Limits of Insurance shown in the Declarations.

10. NEWLY FORMED OR ACQUIRED ORGANIZATIONS

SECTION II - WHO IS AN INSURED is amended. Paragraph **3.** is deleted and replaced by the following provision.

Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain

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Agency Code 12-0158-00 Policy Number 144612-72261676

ownership or majority interest, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

- Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;
- Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization;
- c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

11. BLANKET WAIVER OF SUBROGATION SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS is amended. The following provision is added to 8. Transfer Of Rights of Recovery Against Others To Us.

When you have agreed to waive your right of subrogation in a written contract, executed prior to loss, with any person or organization, we waive any right to recovery we may have against such person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard".

All other policy terms and conditions apply.

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(Ed. 4-84)

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

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Any person or organization for whom the Named Insured has agreed by written contract to furnish this	s waiver
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This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective 01/02/2023

Policy No. WC84000183642023A

Endorsement No.

Insured Guardian Community Resource Management Inc

Premium

Insurance Company -FFVA Mutual Insurance Co

Countersigned by

WC 00 03 13 (Ed. 4-84)

State of Horida

Woman Business Certification

Guardian CRM, Inc.

Is certified under the provisions of 287 and 295.187, Florida Statutes, for a period from: 05/12/2023

05/12/2025

J. Todd Inman Florida Department of Management Services



RFP COVER PAGE

Name of "VENDOR," Entity or Organization:				
Integrated Solutions Consulting, Corp.				
Federal Employer Identification Number (FEIN): 205265704				
Unique Entity Identification Number (UEI#): V2NKHKJD9MN9				
State of Florida License Number (If Applicable): F11000000959				
Name of Contact Person: Daniel Martin, PhD, CEM				
Title: Principal				
Email Address: Dan.Martin@i-s-consulting.com				
Mailing Address: 220 S. Buchanan Street				
Street Address (If Different):				
City, State, ZIP: Edwardsville, IL 62025				
Telephone : 847-306-3541				
Organizational Structure – Please Check One:				
Corporation Partnership Proprietorship Joint Venture Other				
If a Corporation:				
Date of Incorporation: 01/01/2005 State of Incorporation: Illinois				
States Registered in as Foreign Corporation: N/A				
Authorized Signature:				
Print Name: Daniel Martin, PhD, CEM				
Signature: Duil Metro				
Title: Principal Phone: 847-306-3541				
This document must be completed and returned with your submission.				



City of Bushnell

RFP 2023-03

Professional Grant Writing and Administration Services

314.474.1499 | www.i-s-consulting.com BUILDING A MORE RESILIENT FUTURE



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Tab A. Statement of Interest

Morgan Wilson, Grant/Finance Administrator mwilson@cityofbushnellfl.com

September 15, 2023

Morgan Wilson,

ISC is pleased to present our proposal response to you, the City of Bushnell's (the City)'s, Request for Proposal #RFP 2023-03: *Professional Grant Writing and Administration Services*.

Team ISC understands that the City is seeking a qualified firm to assist and support them and their staff with professional grant writing and administration services, as detailed in the RFP. Specializing in disaster recovery services, ISC has proven expertise in the Federal Emergency Management Agency's (FEMA's) Public Assistance (PA) program and Hazard Mitigation Grant Programs (HMGP), Housing and Urban Development's Community Development Block Grants for disaster and mitigation (CDBG-DR and CDBG-MIT), and Individual Assistance (IA). For the past two decades, ISC has had the distinct privilege of helping diverse communities throughout the US obtain and retain over \$80 billion in eligible federal recovery grant funding without negative audit findings.

ISC provides the City with not only a team with unparalleled disaster recovery expertise, but also a team with **intimate knowledge of Florida**, **its communities**, **and past disasters**. ISC's team is representative of the diversity of the communities we serve, and that can deliver the necessary reach-back of complementary and unique technical skillsets, as needed.

ISC offers...

- ✓ A Team that is 100% Dedicated to the Authority's Recovery and Preparedness needs.
- ✓ A Team that is Concentrated on Maximizing Opportunity.
- ✓ A Team that is Committed to Efficiency, Transparency, & Driven Results.
- ✓ A Team with Local Experience that can Deliver Unparalleled Disaster Recovery Expertise.
- ✓ A Team that is Focused on Building Resiliency for the Future.
- ✓ A Storied Track Record of Trust & Success in Florida.

As the individual authorized to contractually and obligate on behalf of Team ISC, I thank you for the opportunity to support the City's professional grant writing and administration services and look forward to providing the City with dedicated service to rebuild a more resilient future.

Sincerely,

Daniel Martin, Ph.D., CEM, Principal, Integrated Solutions Consulting, Corp



Tab B. Vendor Profile

Please see the following page for ISC's Form 1, Vendor Profile.

"VENDOR" PROFILE

Integrated Solutions Consulting, Corp.				
Submitted by (Company Name)				
Circle one of the following:				
Corporation	Partnership	Individual	Joint Venture	
Other Describe:				
Florida Contractor License Number:	F11000000959	Expiration I	Date: 01/17/2024	
Unique Entity ID: V2NKHKJD9N	IN9 FEIN	ı: <u>205265704</u>		
Office Location: 220 S. Buchana	n Street Edwards	ville, IL 62025		
Number of people in your organizatio	_{n:} 40+ full time	personnel		
Length of time the Contractor has been			_{da: _} 18+	years
Length of time your firm has provided				
Under what other name(s) has your f				
Has or is your firm currently involved		roceedings regarding	any of your contracts?	YES NO
If Yes, attach a detailed explanation.				



Tab C. Team Composition and Resumes

ISC has identified several key personnel for this project – all of whom have a consistent record of successful leadership and project management and technical experience. All key personnel assigned to this project have backgrounds in emergency management, disaster recovery and various federal disaster assistance programs, and other skillsets that are related to the project.

We believe the proposed ISC Team offers a unique, dedicated, and valuable contractor to assist with emergency project management and disaster recovery services. The ISC Team's experience is comprised of a



broad array of similar and complementary projects that are supported by a record of accomplishment of successful project and program execution. An essential element of this achievement is attributed to our ability to utilize our Team's cooperative strengths to provide our clients with multi-disciplinary solutions to their disaster recovery and emergency management projects. ISC has obtained the recognition of providing exceptional, client-focused services and has been celebrated for its integrated "best-practices" approach to disaster recovery and comprehensive emergency management. This recognition is attributed to ISC's striving for excellence for every project initiated, regardless of client or project size. As needed, additional personnel can be added to supplement and support the project.

We have structured our team to provide you with the most experienced and qualified staff in the industry. Unlike some firms that rely solely on the qualifications of their executive management team, we realize that successful project execution of a recovery project this large requires not only seasoned project executives, but also a project manager that offers decades of disaster recovery and project management experience that is supported by seasoned and industry recognized subject matter experts.





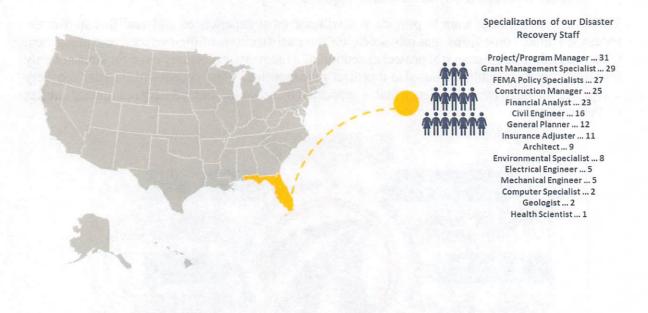
C.1 Florida and FDEM Experience

Team ISC has long-standing relationships, local experience, and local presence with similar communities throughout Florida; however, we are NOT currently engaged with these county clients for Hurricane Ian services.

In addition to our long history supporting communities in the State of Florida, members of the ISC Team live and work within the State as responders, planners, and managers within the emergency management community. Over the past 20 years, our Team of emergency management professionals have supported communities throughout the State of Florida in disaster recovery and preparedness projects, including Martin, St. Lucie, Palm Beach, Miami-Dade, Orange, Pinellas, Polk, and Monroe counties. These are past clients and ISC is not currently engaged with these county customers. Our attention will be 100% focused on you.

As a Florida-based Team, Team ISC understands the singular challenges that communities face during and after major hurricanes. This unique perspective and firsthand experience facing the same issues your jurisdiction positions us to successfully to meet all your requirements.







C.2 Key Personnel Organizational Chart



C.3 Key Personnel Bios and Resumes

The table below shows our key personnel for this project, their roles, and a summary of each person's capabilities and qualifications. In the unfortunate event that key personnel assigned to this project become unavailable, ISC has identified support staff and potential candidates that would be available to fill in. These changes would be implemented only with your approval.

ISC has 1,000+ personnel on our cadre. Each personnel will be hand selected to support task orders awarded. ISC will also make a conscientious attempt to hire local staff to support long-term engagements. Full resumes can be found in **Appendix I**.

Description of	Key Personnel Bios					
Name & Role	Relevant Experience & Skills					
Daniel Martin Principal ISC	 30+ years of experience Seasoned program manager and consultant, managing over 300 consulting engagements and managing several large FEMA and other U.S. federal emergency management contracts totaling over \$2.5 billion. World's first to hold a PhD in Emergency Management Recognized internationally for bridging the disciplines of emergency management and environmental sciences (climate change). Projects Include: DHS - FEMA; National Response & Recovery Directorate Planning & Coordination Program; Program Director; ISC; 2010 - Present. DHS - FEMA; National Catastrophic Planning Technical Assistance Program; Managing Principal; ISC; 2015 -Present. 					
Lauren Martin Principal-in- Charge ISC	 18+ years professional experience Director of Controls for ISC Has responded to over 20 U.S. Nationally declared disasters and has helped to manage over \$20 billion in recovery dollars. 					



	Key Personnel Bios				
Name & Role	Relevant Experience & Skills				
	 Possesses intimate programmatic knowledge in the administration of FEMA's Public Assistance and Hazard Mitigation programs. Her desire to streamline processes and improve efficiencies has led to the development of a variety of databases and tools, most notably ISC's Odysseus Grant Management and Site Inspection Tools. Projects Include: DHS –FEMA; FEMA PA Technical Assistance Contract (TAC); Project Manager; ISC, 2010 –Present DHS – FEMA; National Catastrophic Planning Technical Assistance Program; Project Manager; ISC, 2015 – Present DHS – FEMA; Nationwide Infrastructure Response & Recovery – PA TAC Support; DR-4402-WI; Project Manager; ISC, 2021 				
Glen LaFond Senior Project Manager ISC	 25+ years of experience Combined Emergency, Construction, Project, and Financial Management experience in both the public and private sector. Achieved FEMA's highly coveted Advanced Professional Series Certificate in Emergency Management and completed the National Fire Academy's Type 3 All Hazard IMT Technical Assistance Program. Experience in responding to and working multiple disasters, coupled with his background in the construction industry, give him a unique insight into the Emergency Management field that has proven invaluable to his applicants and clients. Projects Include: Project Manager for ISC on Hurricane Laura, and damages to the Harbors and Airports. Primary PM and POC between clients and project reps. Technical Assistance Consultant (TAC) to FEMA for Hurricane Maria DR-4339; served as PDMG and Grants Manager reporting specialist. Technical Assistance Consultant to FEMA for Hurricane Sandy DR-4085; served as Project Specialist. 				
Eric Zabukovec Assistant Project Manager ISC	 Mr. Zabukovec is highly skilled in supervisory and managerial techniques with an emphasis on Emergency Management and Recovery. He has vast experience in Public Assistance (PA), PA grants, PA policies and guidelines and interpretation and analyzation of grants and the PA Process. He is experienced in project worksheet development, appeals, time extension and final inspections, having worked in PA and disaster recovery almost 10 years. He excels in the ability to design systems logic and process information logically; to prepare technical program specifications for complex applications; to analyze and interpret data within an application system; to communicate business information effectively and in writing to users to determine work priorities, assign work and ensure accurate complete of work assignments; to establish and maintain effective working relationships with others. Projects Include: DR-4486-FL COVID-19 Pandemic, Project Executive EM-3560-FL Surfside Building Collapse, Deputy Project Manager DR-4486-FL COVID-19 Pandemic, Recovery Specialist, Miami-Dade County 				
Barry Courtney Senior Engineer ISC	 40+ years combined experience as a Project Manager, Construction Manager, Engineering Consulting, and Disaster Recovery Consultant. Competencies include writing projects in Grants Manager and Grants Portal; compiling accurate estimates with RS Means, FEMA CEF, and Excel; and compiling comprehensive FEMA Site Inspector deliverables. Projects include: 				



Key Personnel Bios				
Name & Role	Relevant Experience & Skills			
mit untageo	 4559DR-LA Hurricane Laura PA, Lake Charles Harbor and Terminal District, Technical Specialist & Costing Specialist, ISC; 2021 – 2022 4559DR-LA Hurricane Laura PA, West Calcasieu Airport Managing Board, Technical Specialist & Costing Specialist, ISC; 2021 – 2022 4547DR-MI Severe Flooding PA, Northwood University, Site Inspector & Costing Specialist, ISC; 2020 – 2021 			
Victoria Phelps Program Specialist ISC	 15+ years of experience in FEMA and State Disaster Recovery, deploying to 22 disasters in various roles, such as Task Force Lead, Team Lead, Work Force Director, FEMA and State Public Assistance Coordinator and Liaison, FEMA PA Grant Writer, Estimator, QA/QC Grant Reviewer, PA Site Inspector, Data Information Collection and Reporting, 406 Mitigation Grant Writer, Initial Reviewer for Floodplain, Historical, Environmental Policy Laws and Regulations. She has extensive program knowledge, including The Stafford Act, 44 CFR, 2 CFR, SRIA Legislation, PAAP Programs, PAPPG and all other program materials. Projects Include: Technical Assistance Contractor for FEMA PA, 09/2005 - 11/2020 for 22 disasters 			
Larry Smith Technical Specialist ISC	 35+ years of experience working in the private sector insurance industry responding to and assessing claims for catastrophic disaster events. Experience working FEMA Public Assistance disaster response in Puerto Rico as well as training in Grants Manager as a Program Delivery Manager. Worked as an adjuster in multiple disaster such as Super Storm Sandy. Projects include: Catastrophe General Adjustor for various disasters including North East Hurricane Mathew, Irene, Floods. Australia – Cyclone Yasi- Commercial losses – Canada- Floods and hailstorms, Supervisor Super Storm Sandy and Winter storms, Chevron, and Exxon Environmental losses. 			
David Barksdale Resident Inspector ISC	 28+ years of experience Insurance Specialist with experience working as a Program Delivery Manager for Public Assistance in Georgia and Texas. In this role, he serves as the primary point of contact for Applicants. Thrives at providing exceptional customer service and programmatic guidance throughout the grant process. As an Insurance Specialist he is exceptional at handling complex claims and has a rich history of working in various insurance roles. Projects Include: RealStreet Staffing/EUDS, Inc. (FEMA Contractor), Program Delivery Manager - Public Assistance (Georgia and Texas), November 2017 – September 2019 			
Brandon Dukes Engineer ISC	 3+ years of experience Texas-based Emergency Management Consultant, providing hazard profiling, community asset determination, and Risk and Vulnerability analysis, Hazard Mitigation Planning (HMP), and historical storm analysis. Projects include: FEMA (DR 4485- TX) in Corpus Christi, TX Local risk assessment across four counties in the State of Montana. 			
Charles McLeod Senior Financial Analyst ISC	 53+ years of experience in Finance Texas-based disaster recovery professional specializing extensively in finance and construction. Has supported recovery efforts for Hurricanes Harvey and Maria, working as a Program Delivery Manager in these initiatives. He is well versed in FEMA's laws, regulations and policies governing PA and hazard mitigation. 			



	Key Personnel Bios
Name & Role	Relevant Experience & Skills
	 Previously, he served as Finance Director and Chief Financial Officer for construction companies and faith-based organizations. Projects Include: ISC, PDMG, Hurricanes Harvey and Maria, 2017 - 2020
Darryl Marshall Grants Specialist ISC	 16+ years of experience Most recently served as a Program Delivery Manager (PDMG) working in Grant Manager and has performed closeouts on various applicants. Hel is well versed in FEMA's laws, regulations, and policies in the PAPPG and 44CFR. Projects include: DR-4332-TX Hurricane Harvey, Program Delivery Manager, 2018 – 2020 Louisiana Flood, Disaster Case Manager Supervisor, 2016 – 2018
Dina Burrell Clerk/Typist ISC	 15+ years of experience Recovery Resource Coordinator with ISC and assists in managing, obtaining, and providing resources for ISC's federal and state / local recovery projects as well as managing the deployments and personnel. Has deployed on-site to various disasters and filled in a variety of roles including as a Project Specialist. Primarily has deployed as a TAC Coordinator. Projects include: DR-4332-TX Hurricane Harvey, Community Development Block Program (CDBG/GLO), Grant Specialist, 2017 – 2020
Victor Evans Mitigation Specialist ISC	 Mr. Victor Evans has over 14 years of emergency management experience, specializing in hazard mitigation. He is an excellent manager with strong oral and written communication skills. In addition, he has top notch analytical and problem-solving abilities and routinely mediates and monitors client concerns. He consistently demonstrates a commitment to quality methodology and has successfully integrated an annual planning cycle in various departments.
John Ehman Construction Manager ISC	 Mr. Ehman is an experienced Construction Manager with vast knowledge of the FEMA PA and Hazard Mitigation grant programs. His attention to detail allows him to effectively conduct damage assessments, develop scopes of work and cost estimates. He is well versed in FEMA's laws, regulations and policies governing repair and replacement, cost estimating, hazard mitigation and technical writing. He is experienced in Project Worksheet writing (Categories A-G). Deploying since 2005, John is trained in Grants Manager, as a PDMG, CEF, RS Means, and HMGP.



Tab D.Bid Form

Please see the following page for Form 2, Bid Form.

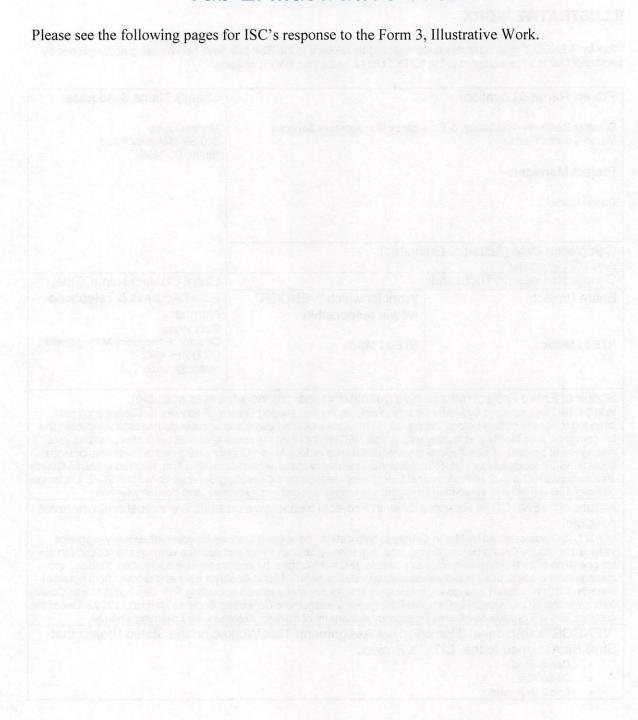
FORM 2 BID FORM 1.5

City of Bushnell			
Bid Sheet – Grant Writing &	Bid Sheet – Grant Writing & Administration Services		
Grant Type	Application Cost (Lump Sum or %)	Administration Cost (Lump Sum or %)	
Florida Land & Water Conservation Fund (LWCF)	1.5%	6.0%	
Florida Recreation Development Assistance Program (FRDAP)	1.5%	6.0%	
Energy and Efficiency Grants (DOE)	1.0%	4.0%	
Florida Department of Transportation Grants (FDOT)	1.0%	4.0%	
Non-Point Pollution TMDL Grants (FDEP)	1.5%	6.0%	
Transportation Alternative Grants (TAP)	1.0%	4.0%	
Florida Communities Trust – Florida Forever Program (FCT)	1.5%	6.0%	
Recreational Trails Program (RTP)	1.5%	6.0%	
Water Management District Grant Program	1.5%	6.0%	
Florida Cultural Facilities Grant (DCA)	1.5%	6.0%	
Urban and Community Forestry Grant Program (DOF)	1.5%	6.0%	
State Revolving Fund (SRF) Program	1.5%	6.0%	
Federal Emergency Management Agency Grants (FEMA)		4.25%	

Note: Costs associated with the grant application and administration can be identified as a lump sum or percentage of grant projects per line item. Additional space has been provided to allow for additional grant programs not identified on the list that consultant would like to include. If additional grant fee information is anticipated to be provided, please attach it to the form.



Tab E. Illustrative Work



ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location:		Client's Name & Address:
Disaster Recovery, Resiliency, & Eme Martin County, Florida	ergency Management Services	Martin County 800 SE Monterey Road Stuart, FL 34994
Project Manager:		
Daniel Martin		
Completion Date (Actual or Est June 2021 – ongoing	imated):	
Contractor Fees (In Thousands	3):	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Sally Waite
NTE \$1 Million	NTE \$1 Million	Director, Emergency Management (772) 219-4942 swaite@martin.fl.us

Scope of Entire Project (please give quantitative indications wherever possible):

In 2021, ISC was selected by Martin County to help define and support Disaster Recovery/Resiliency programs intended to reduce threats before, during, and immediately after an event and address damages to reestablish the full operation of its facilities as quickly as possible. ISC will facilitate the comprehensive application, funding, and management process of state/federal disaster assistance reduce Martin County's risks and recover from potential impacts. ISC's reputation as a go-to professional emergency management consulting firm, resulted in Martin County also awarding ISC with their Professional Emergency Management Consulting Services contract in 2022. Under this contract, ISC will provide as-needed emergency management training, exercises, and planning services.

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible):

In 2021, ISC was selected by Martin County to help define and support Disaster Recovery/Resiliency programs intended to reduce threats before, during, and immediately after an event and address damages to reestablish the full operation of its facilities as quickly as possible. ISC will facilitate the comprehensive application, funding, and management process of state/federal disaster assistance reduce Martin County's risks and recover from potential impacts. ISC's reputation as a go-to professional emergency management consulting firm, resulted in Martin County also awarding ISC with their Professional Emergency Management Consulting Services contract in 2022. Under this contract, ISC will provide as-needed emergency management training, exercises, and planning services.

- Daniel Martin
- Daiko Abe
- Eric Zabukovec

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location: Hurricane Laura - Federal Disaster Assistance Management Project Manager: Glen LaFond		Client's Name & Address: Port of Lake Charles, LA 1611 West Sallier Street Lake Charles, LA 70601
Completion Date (Actual or Est August 2020 – October 2022	imated):	
Contractor Fees (In Thousands	s):	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Richert Self, Executive Director
\$3 Million	\$3 Million	337-493-3501 rlself@portlc.com

Scope of Entire Project (please give quantitative indications wherever possible):

Following Hurricane Laura, ISC assisted the Port with the FEMA Recovery Process. Helped the Port submit Section 428 and PAAP projects to allow the port to not just repair, but build better facilities for the future. Increased initial damage assessments by over 188%; Over \$160 million in permanent work (Categories C-G); Over \$80 million in Section 428 projects. Across all subrecipients and multiple disasters, Port of Lake Charles FEMA PA claims account for:

- 25% of all total obligated permanent work (Categories C-G).
- 65% of all obligated Section 428 projects.
- 39% of all total obligated Category E work.
- 38% of all total obligated Category G work.
- 35% of all hazard mitigation grant funds identified for FEMA funding.
- 31% of all obligated hazard mitigation grant funds.

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible):

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- 25% of all total obligated permanent work (Categories C-G).
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- 39% of all total obligated Category E work.
- 38% of all total obligated Category G work.
- 35% of all hazard mitigation grant funds identified for FEMA funding.
- 31% of all obligated hazard mitigation grant funds.

- Glen LaFond
- Barry Courtney
- Grea Gentles

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location: Disaster Recovery and Professional I Miami-Dade County, FL Project Manager: Daniel Martin	Emergency Management Services	Client's Name & Address: Miami-Dade County, Office of Emergency Management (OEM) Miami Riverside Center 10th Floor 444 SW 2nd Avenue Miami, FL 33130
Completion Date (Actual or Est 2010 – Present	•	
Contractor Fees (In Thousands	s):	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Curtis Sommerhoff
\$2.3 Million	\$2.3 Million	Past Director of Emergency Management for Miami-Dade 850-644-9111 csommerhoff@fsu.edu

Scope of Entire Project (please give quantitative indications wherever possible):

ISC was selected by Miami-Dade County to provide as-needed consulting services to various county departments across multiple service areas including disaster recovery, grant management, disaster cost recovery, emergency management planning, emergency management training, emergency management exercises, strategic planning, business processes, governance, and other professional consulting services as needed. Over the past decade, Team ISC's performance on Miami-Dade County OEM projects resulted in two contract renewals and 50 task orders involving community planning, disaster recovery, community resiliency strategies, and community preparedness. In addition to supporting Miami-Dade County's disaster recovery grant management efforts, ISC was asked to support several initiatives that were instrumental in developing Miami-Dade's disaster cost recovery procedures. These procedures helped Miami-Dade County secure over \$245 million dollars in FEMA PA funding following Hurricane Irma.

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible):

ISC was selected by Miami-Dade County to provide as-needed consulting services to various county departments across multiple service areas including disaster recovery, grant management, disaster cost recovery, emergency management planning, emergency management training, emergency management exercises, strategic planning, business processes, governance, and other professional consulting services as needed. Over the past decade, Team ISC's performance on Miami-Dade County OEM projects resulted in two contract renewals and 50 task orders involving community planning, disaster recovery, community resiliency strategies, and community preparedness. In addition to supporting Miami-Dade County's disaster recovery grant management efforts, ISC was asked to support several initiatives that were instrumental in developing Miami-Dade's disaster cost recovery procedures. These procedures helped Miami-Dade County secure over \$245 million dollars in FEMA PA funding following Hurricane Irma.

- Daniel Martin
- Matt Stanley
- Lauren Martin
- Daiko Abe

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location: Hurricane Ian Response and Emerger Fort Myers, Florida Project Manager: Glen LaFond		Client's Name & Address: Florida Gulf Coast University (FGCU) 10501 FGCU Blvd S Ft Myers, FL 33965
	imated): September 2022 - Present	
Contractor Fees (In Thousands):	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Ruth Rodrigues
\$650,000	\$650,000	Director, Emergency Management (239) 590-1948 rrodrigu@fgcu.edu

Scope of Entire Project (please give quantitative indications wherever possible):

Hours after Hurricane Ian made landfall, ISC mobilized resources to support our clients, to include Florida Gulf Coast University. ISC's team of emergency management professionals supported various essential operations and functions for the university, to include:

Student & Staff Storm Recovery & Welfare: Within 2 hours of receiving the request, ISC stood up a Storm Recovery Call center and staffed to receive calls from FGCU students and staff 24/7. ISC prepared bi-daily reports to FGCU leadership and elevated any student or staff emergencies to on-campus emergency personnel.

Debris Operations Monitoring: ISC was requested to mobilize a team of debris management specialists to advise on removal activities and provide guidance to ensure FEMA reimbursement. ISC assigned debris management specialists to ensure that only eligible debris was removed, provided oversight of volumetric measurements, and gathered all necessary documentation for FEMA Public Assistance reimbursements.

Damage Assessments: ISC mobilize a team of engineers and site inspectors to assess the damages to university assets per the FEMA Public Assistance Program. Within three weeks, ISC conducted detailed damage assessments of over 100 sites to include university buildings, facilities, and infrastructure. Using ISC's Odysseus™ Site Inspection Tool, all inspection information adhered to FEMA requirements and instantly migrated to support their FEMA Public Assistance claim.

FEMA Public Assistance Support: ISC evaluated and assisted FGCU in the formulation of FEMA PA Emergency and Permanent Work project worksheets. ISC identified opportunities to maximize funding through various eligible FEMA programs to include Section 428, Alternate/Improved Projects and Section 406 Hazard Mitigation.

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible):

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- Glen LaFond
- Victor Evans
- Brandon Dukes
- Charles McLeod
- Daiko Abe

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location: Office of Disaster Recovery – Grant Note: St. Croix, USVI Project Manager: Daniel Martin	Management	Client's Name & Address: US Virgin Islands (USVI) Office of Disaster Recovery (ODR) 1000 King Street Suite No.6 Christiansted, VI 00820-4905
Completion Date (Actual or Es 2020 – Present	•	
Contractor Fees (In Thousands	s):	Client Contact Name, Title,
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Adrienne L. Williams
\$2.7 Million	\$2.7	Director, Office of Disaster Recovery 340-778-8135 awilliams@usvipfa.com

Scope of Entire Project (please give quantitative indications wherever possible):

US Virgin Islands (USVI) Office of Disaster Recovery (ODR) selected ISC to help manage over \$8 billion in federal disaster assistance, including FEMA's Public Assistance (PA) and Hazard Mitigation Grant Programs (HMGP), Federal Highway Administration Disaster Relief Program (FHWA-ER), HUD Community Development Block Grant – Disaster Recovery (CDBG-DR), and other federal recovery programs. This engagement's primary objective was to assist the ODR in complying with federal regulations and implement portfolio management oversight to maximize efficiencies and ensure that federally funded disaster recovery projects are completed on schedule, within budget, and within scope.

- Providing oversight of \$8+ Billion in FEMA Public Assistance, FEMA Hazard Mitigation, and HUD CDBG-Disaster Recovery.
- Currently managing over 1,500 FEMA Project Worksheets and recovery projects.
- Integrated hazard mitigation and disaster recovery grants for forty-four agencies.
- Utilized the OdysseusTM Grant Management Tool to track progress and regulatory compliance of hazard mitigation projects.

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible):

US Virgin Islands (USVI) Office of Disaster Recovery (ODR) selected ISC to help manage over \$8 billion in federal disaster assistance, including FEMA's Public Assistance (PA) and Hazard Mitigation Grant Programs (HMGP), Federal Highway Administration Disaster Relief Program (FHWA-ER), HUD Community Development Block Grant – Disaster Recovery (CDBG-DR) and other federal recovery programs. This engagement's primary objective was to assist the ODR in complying with federal regulations and implement portfolio management oversight to maximize efficiencies and ensure that federally funded disaster recovery projects are completed on schedule, within budget, and within scope.

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- Currently managing over 1,500 FEMA Project Worksheets and recovery projects.
- Integrated hazard mitigation and disaster recovery grants for forty-four agencies.
- Utilized the Odysseus™ Grant Management Tool to track progress and regulatory compliance of hazard mitigation projects.

- Daniel Martin
- Tim Bell
- Glen LaFond
- Lauren Martin
- Russell Hinkley
- Dean Andrews



Tab F. References

Disaster Recovery, Resiliency, & Emergency Management Services Client: Martin County, Florida

LOCATION	Martin County, FL	
PERIOD OF PERFORMANCE	June 2021 – ongoing (Note - No Ian Damage. Not currently engaged with client)	
CONTRACT VALUE	NTE \$1 Million	
REFERENCE	Sally Waite	
enouthin administrated to the D20 of the second party.	Director, Emergency Management Martin County	
John State of Charles I also Should	800 SE Monterey Road Stuart, FL 34994	
the most of the same of the same of	(772) 219-4942	
Meeting within a market with a state of the	swaite@martin.fl.us	

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- ✓ Ranked #1 Firm
- ✓ Awarded Disaster Recovery & Resiliency Services
- Awarded Professional Emergency Management Consulting Services

In 2021, ISC was selected by Martin County to help define and support Disaster Recovery/Resiliency programs intended to reduce threats before, during, and immediately after an event and address damages to reestablish the full operation of its facilities as quickly as possible. ISC will facilitate the comprehensive application, funding, and management process of state/federal disaster assistance reduce Martin County's risks and recover from potential impacts.

ISC's reputation as a go-to professional emergency management consulting firm, resulted in Martin County also awarding ISC with their Professional Emergency Management Consulting Services contract in 2022. Under this contract, ISC will provide as-needed emergency management training, exercises, and planning services.

Hurricane Laura - Federal Disaster Assistance Management Client: Port of Lake Charles, LA

LOCATION	Lake Charles, LA	
LENGTH OF CONTRACT	August 2020 – October 2022	
CONTRACT VALUE	\$3 Million	
REFERENCE	Richert Self, Executive Director Lake Charles Harbor and Terminal District 1611 West Sallier Street Lake Charles, LA 70601 337-493-3501 rlself@portlc.com	

PROJECT DESCRIPTION



Hurricane Laura - Federal Disaster Assistance Management Client: Port of Lake Charles, LA

HIGHLIGHTS & ACCOMPLISHMENTS

- ✓ Increased initial damage assessments by over 188%
- Over \$160 million in permanent work (Categories C-G).
- ✓ Over \$80 million in Section 428 projects

Across all subrecipients and multiple disasters, Port of Lake Charles FEMA PA claims account for:

- 25% of all total obligated permanent work (Categories C-G).
- ✓ 65% of all obligated Section 428 projects.
- ✓ 39% of all total obligated Category E work.
- ✓ 38% of all total obligated Category G work.
- √ 35% of all hazard mitigation grant funds identified for FEMA funding.
- ✓ 31% of all obligated hazard mitigation grant funds.

In August of 2020, Hurricane Laura struck SW Louisiana with sustained 150 mph winds. The Port of Lake Charles received the full brunt of the storm and sustained over \$100 million worth of damage to their facilities and equipment. The Lake Charles Harbor & Terminal District operates a deepwater port on the Calcasieu Ship Channel and encompasses 203 square miles and operates over 5,400 square miles in Southwest Louisiana. The Port owns and manages five public marine terminal facilities commonly designated as the Port of Lake Charles. According to the U.S. Army Corps of Engineers, the Lake Charles Harbor and Terminal District is the 12th-busiest port district in the nation based on tonnage.

Hours after the hurricane struck, Team ISC arrived to begin the arduous FEMA recovery process by developing a comprehensive plan to ensure a successful recovery. With all the damage that the Port of Lake Charles received, it was important to ISC to listen to Port management to learn as much as possible about current Port operations as well as their future growth plans. Although Hurricane Laura caused significant damage to nearly all the Port's properties, the disaster also provided them the opportunity to build the Port of tomorrow, today. ISC analyzed the most severely damaged buildings to see if they qualified for FEMA's 50% Rule. This allowed the Port to receive funding for new, better-designed buildings instead of implementing costly repairs to older and outdated facilities.

Instead of repairing buildings that no longer fit the Port's needs, ISC submitted Section 428, PAAP projects to FEMA to allow the Port to apply the grant funding to other projects. By utilizing the flexibility of FEMA's Alternative Procedures program, ISC is guiding the Port of Lake Charles to rebuild the Port for their current and future needs, as well as the needs of their tenants. ISC worked diligently with the FEMA insurance group to maximize the grants, meet the insurance deduction threshold, and avoid any duplication of benefits. ISC also worked closely with both the FEMA Mitigation and EHP Groups to ensure the buildings were repaired or rebuilt more resilient while solving any environmental issues that arose.

By understanding and employing all of FEMA's available programs, <u>ISC has</u> helped the Port to maximize their grant funding while also providing the Port of Lake Charles the greatest amount of flexibility to re-build the Port per their own vision and future growth plans

Disaster Recovery and Professional Emergency Management Services

Client: Miami-Dade County, Office of Emergency Management (OEM)

LOCATION	Miami-Dade County, FL	
LENGTH OF CONTRACT	2010 – Present	
CONTRACT VALUE	\$2.3 Million	
REFERENCE	Curtis Sommerhoff Past Director of Emergency Management for Miami-Dade Florida State University 850-644-9111 csommerhoff@fsu.edu	



Disaster Recovery and Professional Emergency Management Services

Client: Miami-Dade County, Office of Emergency Management (OEM)

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- Over 20 years of Services to the County
- Over 10 years of Services to OEM
- √ 50+ Task Orders
- √ 34 municipalities
- ✓ 12 Disaster Recovery Projects
- ✓ 20 Plans and Technical Studies
- ✓ Developed disaster cost reimbursement procedures that helped to secure \$245 million in FEMA PA funding after Hurricane Irma

ISC was selected by Miami-Dade County to provide as-needed consulting services to various county departments across multiple service areas including disaster recovery, grant management, disaster cost recovery, emergency management planning, emergency management training, emergency management exercises, strategic planning, business processes, governance, and other professional consulting services as needed. Over the past decade, Team ISC's performance on Miami-Dade County OEM projects resulted in two contract renewals and 50 task orders involving community planning, disaster recovery, community resiliency strategies, and community preparedness. These task orders include projects related to:

- ✓ Disaster management strategies, specifically in Federal cost reimbursement.
- Comprehensive grant and program management services for federally funded initiatives.
- ✓ Hazard mitigation grant planning.
- Community Development Block Grant-Disaster Recovery grant management; and
- ✓ Local government planning experience, addressing local implementation of the FEMA National Disaster Recovery Framework (NDRF), which provides guidance that enables effective recovery support.
- Expertise with the Uniform Guidance for Grant Administration (2 CFR Part 200) and application and agency-specific regulations for federally funded programs.
- The ability to develop programs incorporating federal eligibility and compliance requirements.
- ✓ Financial management and reporting of grant awards.
- Policy guidance associated with Federal, State, and Local ordinances, statutes, laws, and regulations that define the role and responsibilities of emergency management and grant management.
- Comprehensive emergency management activities to include planning, training, technical studies, and program management.

In addition to supporting Miami-Dade County's disaster recovery grant management efforts, ISC was asked to support several initiatives that were instrumental in developing Miami-Dade's disaster cost recovery procedures. These procedures helped Miami-Dade County secure over \$245 million dollars in FEMA PA funding following Hurricane Irma.

Hurricane Ian Response and Emergency Management Support Client: Florida Gulf Coast University

LOCATION	Fort Myers, Florida	
LENGTH OF CONTRACT	September 2022 – Present	
CONTRACT VALUE	\$650,000	
REFERENCE	Ruth Rodrigues	



Hurricane Ian Response and Emergency Management Support

Client: Florida Gulf Coast University

Director, Emergency Management Florida Gulf Coast University (FGCU) 10501 Fgcu Blvd S Ft Myers, FL 33965 (239) 590-1948 rrodrigu@fgcu.edu

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- Mobilized in less than 2 hours to support Hurricane Ian response operations.
- Detailed damage assessments of all FGCU facilities were completed within 3 weeks.
- ✓ Within 1 month of Ian, ISC provided FGCU with detailed guidance on FEMA eligible projects that would enhance FEMA reimbursement.
- Identified several options for Section 428 projects, giving FGCU maximum funding and flexibility on expending these funds.
- Conducted plan updates of the University COOP and CEMP on an expedited schedule to accommodate state deadlines.

Hours after Hurricane Ian made landfall, ISC mobilized resources to support our clients, to include Florida Gulf Coast University. Hurricane Ian caused significant damage to portions of Florida Gulf Coast University (FGCU) and devastated the primary service area in which its 15,000+ students and 2000+ staff live. Issues include disruption to power, water, sewer, internet, roadways, and transportation services on campus and in the community in addition to the severe wind damage and historical storm surge. There was widespread debris across FGCU campus and many University buildings received substantial damage from the storm. Additionally, FGCU initiated numerous emergency protective measures to protect the health, life, and safety of its staff and students and to reduce significant additional damage to University property. ISC's team of emergency management professionals supported various essential operations and functions for the university, to include:

- Student & Staff Storm Recovery & Welfare: Within 2 hours of receiving the request, ISC stood up a Storm Recovery Call center and staffed to receive calls from FGCU students and staff 24/7. ISC prepared bi-daily reports to FGCU leadership and elevated any student or staff emergencies to on-campus emergency personnel.
- Debris Operations Monitoring: ISC was requested to mobilize a team of
 debris management specialists to advise on removal activities and provide
 guidance to ensure FEMA reimbursement. ISC assigned debris management
 specialists to ensure that only eligible debris was removed, provided
 oversight of volumetric measurements, and gathered all necessary
 documentation for FEMA Public Assistance reimbursements.
- Damage Assessments: ISC mobilize a team of engineers and site inspectors
 to assess the damages to university assets per the FEMA Public Assistance
 Program. Within three weeks, ISC conducted detailed damage assessments
 of over 100 sites to include university buildings, facilities, and
 infrastructure. Using ISC's OdysseusTM Site Inspection Tool, all inspection
 information adhered to FEMA requirements and instantly migrated to
 support their FEMA Public Assistance claim.
- FEMA Public Assistance Support: ISC evaluated and assisted FGCU in the formulation of FEMA PA Emergency and Permanent Work project worksheets. ISC identified opportunities to maximize funding through various eligible FEMA programs to include Section 428, Alternate/Improved Projects and Section 406 Hazard Mitigation.
- COOP / CEMP Rewrite: FGCU contracted with ISC to provide as-needed emergency management professional services to include the rewrite of the University's Continuity of Operations and Comprehensive Emergency Management Plans. ISC worked on an expedited schedule to accommodate state-driven deadlines.



Office of Disaster Recovery - Grant Management

Client: US Virgin Islands (USVI) Office of Disaster Recovery (ODR)

LOCATION	St. Croix, USVI	
LENGTH OF CONTRACT	2020 – Present	
CONTRACT VALUE	\$2.2 Million	
REFERENCE	Adrienne L. Williams Director, Office of Disaster Recovery V. I. Public Finance Authority 1000 King Street Suite No.6 Christiansted, VI 00820-4905 340-778-8135 awilliams@usvipfa.com	

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- ✓ Providing oversight of \$8+ Billion in FEMA Public Assistance, FEMA Hazard Mitigation, and HUD CDBG-Disaster Recovery.
- Currently managing over 1,500 FEMA Project Worksheets and recovery projects.
- Integrated hazard mitigation and disaster recovery grants for forty-four agencies.
- ✓ Utilized the Odysseus[™] Grant Management Tool to track progress and regulatory compliance of hazard mitigation projects.
- Created customized dashboard reports to provide real-time oversight and monitoring of all recovery projects.

US Virgin Islands (USVI) Office of Disaster Recovery (ODR) selected ISC to help manage over \$8 billion in federal disaster assistance, including FEMA's Public Assistance (PA) and Hazard Mitigation Grant Programs (HMGP), Federal Highway Administration Disaster Relief Program (FHWA-ER), HUD Community Development Block Grant – Disaster Recovery (CDBG-DR), and other federal recovery programs. This engagement's primary objective was to assist the ODR in complying with federal regulations and implement portfolio management oversight to maximize efficiencies and ensure that federally funded disaster recovery projects are completed on schedule, within budget, and within scope.

As part of this engagement, ODR implemented ISC's Disaster Grant Management Tool software application to track, administer, and report federal disaster assistance grant funding for Hurricanes Irma, Maria, and COVID-19 and ensure compliance federal regulations and disaster assistance program requirements.

ISC's tool currently is being used by 44 agencies and over 300 active users across the Island with varying roles and permissions to manage the territory's recovery projects. The system tracks USVI's disaster recovery progress, maximizes funding efficiency, and ensures compliance with federal disaster assistance regulatory requirements.

The following is testimony by the USVI Office of Disaster Recovery and the use of Odysseus[™] to manage all disaster recovery grants. Click to play the video.





Tab G. Additional Information

G.1Company Overview

recovery, and related public safety professionals.

Integrated Solutions Consulting (ISC), incorporated in 2005, is a professional services firm specializing in homeland security, emergency management, public safety, hazard mitigation, and disaster recovery consulting services. ISC has a proven track record of successfully evaluating, developing, and integrating complex disaster/emergency management planning doctrine that follow relevant federal, state, and local programmatic directives and requirements. We are staffed with highly experienced emergency management, law enforcement, public health, disaster

Throughout *our 18+ years of service*, ISC has had the privilege of supporting diverse communities nationwide as a single-source provider of emergency planning services.

Unlike our competitors, we are exclusively focused on providing emergency management and homeland security consulting services to the private and public sector.

Our focus in these services provide our staff with a wealth of experience and lessons learned, granting ISC the ability to not just meet our clients' needs, but deliver services that go above and beyond.

Our Mission is to provide consulting solutions from a professional emergency management perspective for public and private entities. This mission is carried out by our extensive experience in the operational fields of emergency management, homeland security, law enforcement, healthcare systems, environmental, and critical infrastructure engineering; and is supported by our reputation of providing exceptional professional service. We accomplish our mission from our regional offices, located throughout the nation.

Our Principles drive us to achieve continued project success with value-added products:

- 1. **Trust:** We treat each relationship as a two-way Partnership with Trust at the core of the relationship.
- 2. **Integrity:** We deliver client-focused results that meet or exceed all FEMA and State compliance demands.
- 3. **Innovation:** By leveraging our experience and research with science and technology, we look to be difference makers by establishing new standards and efficiencies in the industry.
- 4. **Performance:** As evidenced by our D&B Top Supplier Performance Rating, we consistently out-perform our client expectations, setting them up for success in the future.

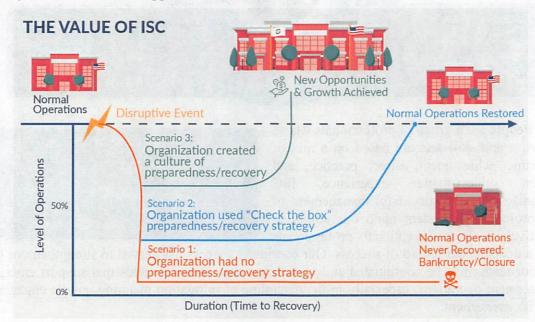


Markets ISC Serves.



The ISC Difference

At ISC our business is defined by our dedication to creating strong, long-term partnerships by prioritizing the needs of our clients, and consistently delivering quality services that are just as much innovative as they are dependable. **ISC Has Never Been De-obligated.** We achieve this standard by focusing on **creating cultures of preparedness and recovery** in the organizations that we serve and committing to long-standing partnerships with our clients. As seen below, ISC works with our clients to achieve Scenario 3. After a disruptive event occurs while other consultants do the minimum, ISC works to help our clients create a culture of preparedness and recovery that results in new opportunities and growth.



Our Services. ISC's core preparedness philosophy takes a holistic approach to crisis management, prevention, and recovery. We craft an interconnected strategy of planning, training, and crisis response to ensure a client's needs are met in totality. Their approach addresses all conceivable hazards, incorporates ongoing lessons-learned from industry research and client AARs, and accounts for the latest industry standards and best practices.

ISC has a proven track record of successfully evaluating, developing, and integrating complex emergency management planning doctrine that follows relevant federal, state, and local emergency management programmatic directives and requirements. Our products have been highlighted as industry best-practices and have received significant client recognition.





Our Service Portfolio includes:



Our People are a group of professionals whose expertise and skill sets are based on a mix of academic achievement, direct practice, and proven subject-matter experience. ISC recognizes that the successful management of any project is dependent upon our ability to effectively deliver exceptional professionals

20+ Years of Experience
120+ Disaster Operations
350+ Employees & Consultants
3000+ Client & Customer Engagements

with a documented record of success. Our continued success has served to strengthen our belief that our team must be coordinated and versed in a wide array of fields that support emergency management operations, especially in the discipline of mitigation planning, public engagement, and risk assessment.

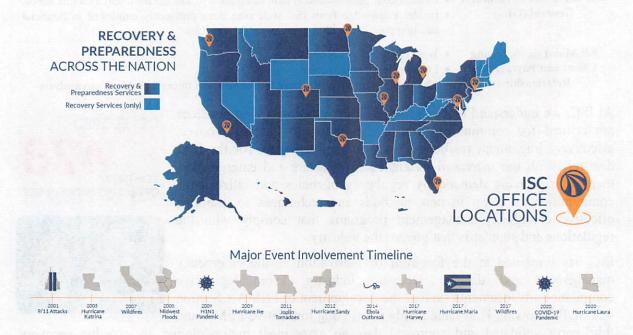
Company Profile

ISC Company Information						
Company Name Integrated Solutions Consulting, Corp.						
Company Structure	S-Corporation					
Company Ownership	Illinois, 2005					
Location of Company Offices	See Map Below					
Point of Contact Daniel Martin, PhD, CEM, Princip 220 S. Buchanan Street Edwardsville, IL 847-306-3541 (c) Dan.Martin@i-s-consulting.com						
Website	https://www.i-s-consulting.com/					
Number of Employees	40+ Full-time employees Nationally					
Location (s) where employees will be assigned Nationwide						

The map below is a visual but not complete representation of current and past ISC clients. Our national client base gives our project team the opportunity to develop a best practice perspective



of emergency management planning, training, and exercise design and development. This national perspective combined with our in-depth experience and knowledge enables our team to provide best practice solutions based on your operational requirements.



G.2Experience

Federal Assistance Grant Management Services

With 750+ professionals ISC offers a unique blend of emergency management professionals with expertise in disaster recovery operations and programs to include but not limited to FEMA Public Assistance, Hazard Mitigation, FHWA, and HUD CDBG-DR. For nearly 20 years, our team has supported local governments, states, and FEMA on a litany of disaster recovery operations, disaster recovery planning and special disaster recovery projects around the nation.

Our Team has partnered, collaborated, and successfully delivered on complex disaster and emergency management projects at the local, state, and federal level, including developing several recovery planning projects that have been considered best practices by several of the elite local and state emergency management agencies, FEMA, the Emergency Management Accreditation Program, and disaster research centers.

	ISC Achieves National Success By:
#1: Investing in State-of- the-Art Tools and Systems to Yield Maximum Project Performance	 OdysseusTM program management and planning systems. Unmanned Arial Vehicles (aka Drones) with certified and insured pilots Client-specific training and simulations, including table-top and virtual exercises
#2: Providing Exceptional Consulting Services that Exceed Client Expectations	 Access to 93 disaster recovery assistance programs and 500 private and non-profit disaster assistance funding sources Elite industry expert cadre with an average field experience of over 20 years 84% of ISC has earned a master's degree or higher



ISC Achieves National Success By:					
#3: Ensuring Compliance with the Office of Inspector General (OIG)	 Proven history of transparency and accountability of eligible FEMA Disaster Administrative Costs (DAC) and non-DAC expenditures Custom configuration and system integration to address the client's unique needs Insider knowledge from ISC staff who were previously employed in financia auditing positions within grant awarding agencies 				
#4: Maintaining Strong Client and Partnership Relationships	 Weekly project status updates Local offices coast to coast Ability to preemptively prepare for future needs through program gap analysis 				

At ISC, we understand that capacity building and improving practices are critical for communities across the nation to quickly recover, effectively implement resiliency, and efficiently prepare for the next disaster. With the increased frequency of disasters and emergencies, there is a growing demand by regulatory agencies and citizens for communities to invest in new methods and techniques to establish effective emergency management programs that comply with the regulations and standards that govern the industry.

ISC has remained at the forefront of innovation in the emergency management and disaster recovery industry. From legislative compliance advancements such as the development of FEMA's Section 428 SOP following Hurricane Sandy to utilizing innovative FEMA and

section 428
STANDARD
OPERATING PROCEDURES



third-party validated and approved damage assessment methodologies to expedite recovery funding for Joplin City, Joplin Mercy Hospital, and the Joplin School District following the 2011 tornados, ISC is committed to establishing new best practices.

Disaster Damage Assessments

At ISC, we feel that it is crucially important to document your disaster damage accurately and thoroughly. This is especially true with the implementation of FEMA's new initiatives such as the \$1 Million Small Project, FEMA's simplified procedures delivery model, and FEMA Section 428 Public Assistance Alternative Procedures. These new FEMA initiatives put the ownness on local government and private non-profits to document their damages in return for receiving fixed-cost estimates. Furthermore, conducting thorough damage assessments will help communities discover damages that went

ISC Best Practice: Damage Assessment

- · Maintain accurate disaster-related records.
- · Maintain a list and map of damaged facilities.
- · Document damages BEFORE completing work.
- Maintain records of worked performed by personnel (temp, full-time, part-time, contract, etc.)
- · Document equipment, and materials used.
- · Contracts implemented.
- Identify projects/sites that will be repaired using contractors.
- Be informed of new codes, specifications, and standards.
- Locate insurance policies.

unnoticed during the Prelinary Damage Assessment (PDA) and have an affect on their Presidential Disaster Declaration status.



ISC has established best practices and new technological innovations so that our clients can efficiently and thoroughly conduct damage assessments and maximize their FEMA claim. These practices have resulted in an <u>average increase</u> <u>of 187%</u> in estimated damages from what was identified during the initial PDA.

To supplement our best practice approach, ISC developed the **Odysseus**TM | **Site Inspection Tool (SIT).** The Odysseus (SIT) offers an easy-to-use application for real-time damage assessments and log site-specific damage inventory. The OdysseusTM | SIT offers ready access to site-specific damage inventories, providing users with real-time dashboard reporting of damage assessments and mapping of site-specific inventory of damages.





Screenshot of the mobile Damage Assessment Application in Odysseus™

Why is this important? For FEMA's Public Assistance Program, it's important for communities to quickly identify all damages and submit the damage inventory to the State and FEMA. Once FEMA holds its exploratory call and the recovery scoping meeting, the community <u>only has 60</u> <u>days</u> to submit its damage inventory (DI). Furthermore, it's critical for communities to thoroughly assess all damages to public buildings, infrastructure, and other community assets to ensure there is not delay in federal funds or potential de-obligations.

Furthermore, it's critical for communities to thoroughly assess all damages to public buildings, infrastructure, and other community assets to ensure there is not delay in federal funds or potential de-obligations.

Disaster recovery and repairing infrastructure takes years. When a second disaster strikes, FEMA too often cannot discern what was and what was not pre-existing damages. As a result, the damages caused by the next disaster too often are determined to be ineligible by FEMA. For organizations, like the Lake Charles Harbor & Terminal District, that are routinely in the eye of disaster each year, it is important to be able to document the progress of repairs from previous disasters to not jeopardize FEMA funding when the next disaster strikes.



Click on this image to view a demo 360 Damage Inventory Windshield Survey.

For this reason, ISC invested in the capabilities to conduct a 360 Damage Inventory Windshield Survey Tour so that organizations can clearly demonstrate to FEMA the pre- and post-disaster conditions of their facilities, removing any doubt with FEMA and ensuring eligibility of FEMA funds. For a small investment, this capability has saved our clients tens of millions in claims that would have otherwise been determined ineligible.

These technologies not only serve as a testimony of the expertise that is delivered by ISC, but how we always look out for what is in the best interest of our client and ensure that they maximize potential funding.



Public Assistance (PA) Program Experience

Over the past 20 years, ISC has deployed thousands of technical staff to EOCs and JFOs following large-scale disaster recovery operations under our contract to provide nationwide professional support services in carrying out the statutory authorities of the Robert T. Stafford Disaster Relief and Emergency Assistance Act under the National Response Framework (NRF). Through ISC's partnership, these services assist the FEMA and the agency's state and local counterparts in response to nationally declared disasters. As part of a nation-wide team network, ISC provides a variety of services, such as: damage assessments, technical analysis, program management, operational and

ISC's Public Assistance Activities

- ► Has Developed 10,000+ Project Worksheets
- Conducts and Manages Audits
- Reconciles Costs
- Prepares Appeal Responses
- Manages Closeout Activities
- Conducts Operational and Strategic Planning
- Has Developed, Reconciled, and Reviewed 10+ Cillion Dollars

strategic planning support, training development and delivery, policy analysis, grant management, organizational assessment, project formulation, Appeals, Arbitration, Closeout and other special studies and assignments. These services are provided under the auspices of the National Incident Management System (NIMS), requiring the coordination and rapid mobilization of technical staff and assists in the integration of these personnel into the event's Incident Command Structure (ICS).

Over the years, ISC has worked with FEMA, state, and municipal clients to coordinate the rapid mobilization of thousands of technical staff and integrate these personnel into the event's Incident Command Structure. ISC has responded to hundreds of natural hazards, manmade disasters, and incidents of national significance. ISC's catastrophic response and recovery experience includes Hurricane Andrew, the 9/11 World Trade Center Attacks, the 2004 and 2005 Florida hurricanes, Hurricane

ISC has provided exceptional support and is a valued member of our team. They offer outstanding people, work quality, and management. They are excellent in every way!

Katrina, Hurricane Sandy, the 2017 and 2018 hurricane season and countless number of floods, earthquakes, tornadoes and other natural and man-made disaster across the country. Our knowledge of FEMA's Public Assistance Program has been leveraged by several of our clients to develop procedures, policies and plans that incorporate State and Federal Public Assistance Grant and Program Guidelines. Our cadre of professionals provides essential services, including, but not limited to, the following:

- 1. Impact Risk and Vulnerability Assessments,
- 2. Preliminary Damage Assessments,
- 3. Technical Assistance and Support,
- 4. Policy Review, Guidance & Programmatic Assistance,
- 5. Planning Technical Support and Review,
- 6. Training, and
- 7. Special Stafford Act Projects and Studies.





ISC's technical experts help with assessing postdisaster damaged facilities, performing cost estimates of the damaged facilities, and identifying those costs that would be eligible for funding through FEMA's public assistance program, as well as Section 404 and 406 hazard mitigation. In addition, ISC has worked with clients to identify and evaluate alternate/improved projects, as well as Section 428. ISC's experience in providing innovative, cost-effective solutions to modern urban infrastructure problems has been an asset to FEMA's Response, Recovery, and Mitigation Programs. ISC will assist you in developing a disaster recovery



funding strategy and provide technical support in securing and managing these additional funding opportunities.

While supporting the FEMA PA Technical Assistance Contract, ISC has responded to first and

second appeals as well as arbitration and audits for all categories of works for both small and large projects. In order to minimize the number of appeals, ISC believes that all project worksheets should be supported by policy and substantial documentation, to include disaster specific guidance and white

papers that help to support eligibility determinations. Each of these documents are developed in coordination with the client and FEMA. In the event of an unfavorable determination by FEMA, and after all options are exhausted, ISC's appeal specialist will develop an appeal to create a comprehensive argument for the client. ISC has a 97% success rate in achieving favorable responses on appeals.

ISC has extensive experience performing project and programmatic disaster closeouts. ISC has performed disaster closeouts for some of our Nation's largest disasters to including the 9/11 World Trade Center, the 2004/2005 Florida hurricanes, Hurricane Katrina, 2008 Midwest, and many other disasters. Furthermore, ISC has also served on FEMA Public Assistance arbitration panels and resolved disputes arising from FEMA Public Assistance projects. Over the past three decades, ISC has been involved in all aspects of the FEMA Public Assistance Program and has worked on all Categories of Work for disasters of all types, scale, and magnitude; in all FEMA Regions and states; and in urban and rural environments. ISC is proud to have been involved in many of the largest and most complex disasters and FEMA Public Assistance projects. The following is a small sample of some of the variety of FEMA Public Assistance projects by categories of work and disasters that ISC has developed, managed, and administered.

Hazard Mitigation Grant Program

THOUSANDS

MILLIONS

ISC provides technical assistance in identifying post-disaster damaged facilities, performing cost estimates of the damaged facilities, and identifying those costs that would be eligible for funding through the Section 404 and 406 Hazard Mitigation Measures. Our Team's experience in providing innovative, cost-effective solutions to modern urban infrastructure problems has been an asset to FEMA's Response, Recovery, and Mitigation Programs.



ISC mobilized disaster recovery and hazard

mitigation subject matter experts to support FEMA's Consolidated Resource Center as part of the new FEMA PA delivery model. The new FEMA PA delivery model was implemented in 2014 and was designed to offer efficiency in the disaster assistance process and best meet the needs of applicants. The Team reviewed PA



projects within the new PA delivery model for potential

Section 406 mitigation opportunities and promote the integration, implementation, and coordination for Section 406 mitigation activities in support of the PA Program for both internal (Consolidated Resource Center (CRC) staff) and external partners (Joint Field Office (JFO) staff), Applicants and Recipients) for multiple disasters. ISC staff coordinated Hazard Mitigation Proposal (HMP) strategies and the development of creative and technically feasible solutions to accomplish mitigation goals with all stakeholders. Additionally, ISC staff completed Benefit-Cost Analysis (BCA) of potential Section 406 mitigation projects using latest FEMA BCA methodology.

ISC has also assisted local and client communities in developing Letters of Intent (LOIs) following a disaster declaration. This is the first step in the selection of mitigation projects under FEMA's HMGP program for post-disaster mitigation projects. We have also assisted in the development of LOIs under Hazard Mitigation Assistance, which is competitively bid each year for pre-disaster mitigation projects. Letters developed have included an in-depth description of the proposed project as well as estimated costs.

Community Development Block Grant

ISC experts have managed traditional CDBG-DR funded projects involving voluntary and non-voluntary acquisition for neighborhood redevelopment projects, buyout programs, and infrastructure improvements. In addition, our team of experts have been directly responsible for the management and disposition of properties acquired with CDBG-DR funding. Each project involved strict adherence to federal requirements related to the Uniform Relocation Act and Section 104 (d). With this experience, we can offer supplemental staff or direct program support.

ISC has extensive experience working with state and local jurisdictions to ensure that all HUD-funded program activities are CDBG-DR eligible and meet a National Objective(s) in accordance with 24 CFR 570. As at least 51% of the CDBG-DR funds must be disbursed for activities that meet the Low to Moderate Income (LMI) National Objective, the Recovery Team can assist with the development of reports and predictive analysis to track this requirement across programs. Based upon past CDBG-DR experience, the team can provide you with innovative policy and





procedural solutions to ensure that this requirement is met without making substantial changes or disrupting on-going programs.

As CDBG-DR projects are completed, final project information regarding overall program performance and beneficiaries needs to be collected in conformance with HUD requirements and standardized Close-Out policies and procedures. ISC is experienced in CDBG-DR Close-Out requirements and is available to provide you with support to expedite such activities.

Due to the significant level of federal funding provided to grantees as a result of a disaster, multiple federal and local agencies track and monitor the progress of CDBG-DR programs. In addition to the regularly scheduled monitoring visits by HUD, other agencies such as HUD OIG, Government Accountability Office (GAO), Office of Management and Budget (OMB), and other state auditing agencies frequently request program information and closely monitor or audit program activities. In some cases, multiple agencies can conduct simultaneous reviews, which can become time consuming for an agency with limited staff capacity. ISC has extensive experience with monitoring and audit responses to several agencies, including GAO, OMB, HUD, HUD OIG, DHS, DHS OIG, and state auditing entities.

G.3Odysseus™ Enterprise System (OES): ISC's Disaster Recovery System In-Work

OdysseusTM is a robust suite of tools that are specifically designed to help communities manage their FEMA Public Assistance claim from cradle to grave and provide a unique perspective so that they can maximize vital disaster recovery funds that are provided through other federal programs.

To learn more about how ISC's OdysseusTM products can support your organizations through different programs, see **Appendix II** for more information.

Streamlining the FEMA Public Assistance Program

Although disasters are devastating and disruptive, it is important to recognize that every disaster brings about opportunity for communities to improve their conditions and to build a more resilient future. That is, IF communities effectively manage important federal disaster assistance programs such as the FEMA Public Assistance Program.

After a disaster, time is of the essence. It is crucial that communities are well prepared to manage their recovery efforts. Disaster recovery programs, like FEMA Public Assistance, allow for a limited amount of time to identify emergency expenditures, conduct damage assessments, complete debris removal operations, and report their FEMA claim. Not properly documenting these costs or following the FEMA eligibility requirements will result in a loss of funding or adverse audit findings. It is a daunting task for even the most prepared and robust of communities. Communities need a suite of tools to manage the FEMA Public Assistance process quickly and accurately.

FEMA PA Program Management

OdysseusTM provides one comprehensive system to manage the full grant management life cycle of the FEMA Public Assistance program.

1. Manage And Administer FEMA PA Program Requirements: OdysseusTM offers organizations with real-time tracking and reporting of FEMA PA grant fund allocations.



- Track the status of vital community recovery projects and measure their progress. OdysseusTM allows you to track every FEMA dollar and find opportunities to leverage FEAM PA Program opportunities.
- 2. Conduct Quick and Thorough Damage Assessments: OdysseusTM allows users to conduct quick and thorough damage assessments. OdysseusTM allows users to conduct damage assessments from their personal mobile devise and report damage as well as repairs.
- 3. Integrated Automated Debris Monitoring System: OdysseusTM allows for the systematic integration of popular Automated Debris Management Systems (ADMS). Integration ranges from real-time reporting of debris monitoring activities to the synching of important debris monitoring data, expediting Category A debris management funds.
- 4. Efficiently Validate FEMA PA Grants & Conduct Closeout: Odysseus™ includes a FEMA Closeout Validation Tool to help eliminate the administrative burden of 100% closeout validations. Odysseus™ guides users through FEMA's arduous Closeout Validation process and provides a systematic solution that reduces weeks of burden to simply hours.

Maximize Vital Community Disaster Recovery Funds

Successful community disaster recovery is directly correlated to the community's ability to leverage all available funds to rebuild a more resilient future. Odysseus offers a unique perspective, providing a platform for communities to manage, track, and monitor disaster recovery funds from multiple federal and state grant assistance programs. The result is an opportunity to leverage every available dollar, identify gaps in disaster funding, and maximize your community's disaster recovery potential.



G.4Qualifications

Disaster Recovery, Resi Client: Martin County, Florida	liency, & Emergency Management Services
LOCATION	Martin County, FL
PERIOD OF PERFORMANCE	June 2021 – ongoing (Note - No Ian Damage. Not currently engaged with client)
CONTRACT VALUE	NTE \$1 Million
	PROJECT DESCRIPTION
HIGHLIGHTS & ACCOMPLISHMENTS • Ranked #1 Firm	In 2021, ISC was selected by Martin County to help define and suppor Disaster Recovery/Resiliency programs intended to reduce threats before during, and immediately after an event and address damages to reestablish the full operation of its facilities as quickly as possible. ISC will facilitate the



Disaster Recovery, Resiliency, & Emergency Management Services Client: Martin County, Florida

- Resiliency Services
- Awarded Professional Emergency impacts. Management Consulting Services

• Awarded Disaster Recovery & comprehensive application, funding, and management process of state/federal disaster assistance reduce Martin County's risks and recover from potential

> ISC's reputation as a go-to professional emergency management consulting firm, resulted in Martin County also awarding ISC with their Professional Emergency Management Consulting Services contract in 2022. Under this contract, ISC will provide as-needed emergency management training, exercises, and planning services.

Hurricane Laura - Federal Disaster Assistance Management

Client: Port of Lake Charles, LA

LOCATION	Lake Charles, LA
LENGTH OF CONTRACT	August 2020 – October 2022
CONTRACT VALUE	\$3 Million

PROJECT DESCRIPTION

HIGHLIGHTS & **ACCOMPLISHMENTS**

- Increased initial damage assessments by over 188%
- Over \$160 million in permanent work (Categories C-G).
- Over \$80 million in Section 428 projects

Across all subrecipients and multiple disasters, Port of Lake Charles FEMA PA claims account for:

- 25% of all total obligated permanent work (Categories C-G).
- 65% of all obligated Section 428 projects.
- · 39% of all total obligated Category E work.
- 38% of all total obligated Category G work.
- 35% of all hazard mitigation grant funds identified for FEMA funding.
- · 31% of all obligated hazard mitigation grant funds.

In August of 2020, Hurricane Laura struck SW Louisiana with sustained 150 mph winds. The Port of Lake Charles received the full brunt of the storm and sustained over \$100 million worth of damage to their facilities and equipment. The Lake Charles Harbor & Terminal District operates a deepwater port on the Calcasieu Ship Channel and encompasses 203 square miles and operates over 5,400 square miles in Southwest Louisiana. The Port owns and manages five public marine terminal facilities commonly designated as the Port of Lake Charles. According to the U.S. Army Corps of Engineers, the Lake Charles Harbor and Terminal District is the 12th-busiest port district in the nation based on tonnage.

Hours after the hurricane struck, Team ISC arrived to begin the arduous FEMA recovery process by developing a comprehensive plan to ensure a successful recovery. With all the damage that the Port of Lake Charles received, it was important to ISC to listen to Port management to learn as much as possible about current Port operations as well as their future growth plans. Although Hurricane Laura caused significant damage to nearly all the Port's properties, the disaster also provided them the opportunity to build the Port of tomorrow, today. ISC analyzed the most severely damaged buildings to see if they qualified for FEMA's 50% Rule. This allowed the Port to receive funding for new, better-designed buildings instead of implementing costly repairs to older and outdated facilities.

Instead of repairing buildings that no longer fit the Port's needs, ISC submitted Section 428, PAAP projects to FEMA to allow the Port to apply the grant funding to other projects. By utilizing the flexibility of FEMA's Alternative Procedures program, ISC is guiding the Port of Lake Charles to rebuild the Port for their current and future needs, as well as the needs of their tenants. ISC worked diligently with the FEMA insurance group to maximize the grants, meet the insurance deduction threshold, and avoid any duplication of benefits. ISC also worked closely with both the FEMA Mitigation and EHP Groups to ensure the buildings were repaired or rebuilt more resilient while solving any environmental issues that arose.



Hurricane Laura - Federal Disaster Assistance Management

Client: Port of Lake Charles, LA

By understanding and employing all of FEMA's available programs, <u>ISC has</u> helped the Port to maximize their grant funding while also providing the Port of Lake Charles the greatest amount of flexibility to re-build the Port per their own vision and future growth plans

Hurricane Ian Response and Emergency Management Support

Client: Florida Gulf Coast University

LOCATION	Fort Myers, Florida
PERIOD OF PERFORMANCE	September 2022 – Present
CONTRACT VALUE	\$650,000

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- Mobilized in less than 2 hours to support Hurricane Ian response operations.
- Detailed damage assessments of all FGCU facilities were completed within 3 weeks.
- Within 1 month of Ian, ISC provided FGCU with detailed guidance on FEMA eligible projects that would enhance FEMA reimbursement.
- Identified several options for Section 428 projects, giving FGCU maximum funding and flexibility on expending these funds.
- Conducted plan updates of the University COOP and CEMP on an expedited schedule to accommodate state deadlines.

Hours after Hurricane Ian made landfall, ISC mobilized resources to support our clients, to include Florida Gulf Coast University. Hurricane Ian caused significant damage to portions of Florida Gulf Coast University (FGCU) and devastated the primary service area in which its 15,000+ students and 2000+ staff live. Issues include disruption to power, water, sewer, internet, roadways, and transportation services on campus and in the community in addition to the severe wind damage and historical storm surge. There was widespread debris across FGCU campus and many University buildings received substantial damage from the storm. Additionally, FGCU initiated numerous emergency protective measures to protect the health, life, and safety of its staff and students and to reduce significant additional damage to University property. ISC's team of emergency management professionals supported various essential operations and functions for the university, to include:

- Student & Staff Storm Recovery & Welfare: Within 2 hours of receiving the request, ISC stood up a Storm Recovery Call center and staffed to receive calls from FGCU students and staff 24/7. ISC prepared bi-daily reports to FGCU leadership and elevated any student or staff emergencies to on-campus emergency personnel.
- Debris Operations Monitoring: ISC was requested to mobilize a team of debris management specialists to advise on removal activities and provide guidance to ensure FEMA reimbursement. ISC assigned debris management specialists to ensure that only eligible debris was removed, provided oversight of volumetric measurements, and gathered all necessary documentation for FEMA Public Assistance reimbursements.
- Damage Assessments: ISC mobilize a team of engineers and site inspectors
 to assess the damages to university assets per the FEMA Public Assistance
 Program. Within three weeks, ISC conducted detailed damage assessments
 of over 100 sites to include university buildings, facilities, and
 infrastructure. Using ISC's OdysseusTM Site Inspection Tool, all inspection
 information adhered to FEMA requirements and instantly migrated to
 support their FEMA Public Assistance claim.
- FEMA Public Assistance Support: ISC evaluated and assisted FGCU in the formulation of FEMA PA Emergency and Permanent Work project worksheets. ISC identified opportunities to maximize funding through



Hurricane Ian Response and Emergency Management Support

Client: Florida Gulf Coast University

various eligible FEMA programs to include Section 428, Alternate/Improved Projects and Section 406 Hazard Mitigation.

 COOP / CEMP Rewrite: FGCU contracted with ISC to provide as-needed emergency management professional services to include the rewrite of the University's Continuity of Operations and Comprehensive Emergency Management Plans. ISC worked on an expedited schedule to accommodate state-driven deadlines.

Disaster Recovery and Professional Emergency Management Services

Miami-Dade County, Office of Emergency Management (OEM)

LOCATION	Miami-Dade County, FL
PERIOD OF PERFORMANCE	2010 - Present
CONTRACT VALUE	\$2.4 Million

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- ✓ Over 20 years of Services to the County
- ✓ Over 10 years of Services to OEM
- √ 50+ Task Orders
- √ 34 municipalities
- ✓ 12 Disaster Recovery Projects
- ✓ 20 Plans and Technical Studies
- ✓ Developed disaster cost reimbursement procedures that helped to secure \$245 million in FEMA PA funding after Hurricane Irma

ISC was selected by Miami-Dade County to provide as-needed consulting services to various county departments across multiple service areas including disaster recovery, grant management, disaster cost recovery, emergency management planning, emergency management training, emergency management exercises, strategic planning, business processes, governance, and other professional consulting services as needed. Over the past decade, Team ISC's performance on Miami-Dade County OEM projects resulted in two contract renewals and 50 task orders involving community planning, disaster recovery, community resiliency strategies, and community preparedness. These task orders include projects related to:

- Disaster management strategies, specifically in Federal cost reimbursement.
- Comprehensive grant and program management services for federally funded initiatives.
- Hazard mitigation grant planning.
- Community Development Block Grant-Disaster Recovery grant management; and
- Local government planning experience, addressing local implementation of the FEMA National Disaster Recovery Framework (NDRF), which provides guidance that enables effective recovery support.
- Expertise with the Uniform Guidance for Grant Administration (2 CFR Part 200) and application and agency-specific regulations for federally funded programs.
- The ability to develop programs incorporating federal eligibility and compliance requirements.
- Financial management and reporting of grant awards.
- Policy guidance associated with Federal, State, and Local ordinances, statutes, laws, and regulations that define the role and responsibilities of emergency management and grant management.
- Comprehensive emergency management activities to include planning, training, technical studies, and program management.



Disaster Recovery and Professional Emergency Management Services

Miami-Dade County, Office of Emergency Management (OEM)

In addition to supporting Miami-Dade County's disaster recovery grant management efforts, ISC was asked to support several initiatives that were instrumental in developing Miami-Dade's disaster cost recovery procedures. These procedures helped Miami-Dade County secure over \$245 million dollars in FEMA PA funding following Hurricane Irma.

Office of Disaster Recovery – Grant Management

Client: US Virgin Islands (USVI) Office of Disaster Recovery (ODR)

LOCATION	St. Croix, USVI
PERIOD OF PERFORMANCE	2020 - Present
CONTRACT VALUE	\$2.2 Million

PROJECT DESCRIPTION

HIGHLIGHTS & ACCOMPLISHMENTS

- Providing oversight of \$8+ Billion in FEMA Public Assistance, FEMA Hazard Mitigation, and HUD CDBG-Disaster Recovery.
- Currently managing over 1,500 FEMA Project Worksheets and recovery projects.
- Integrated hazard mitigation and disaster recovery grants for fortyfour agencies.
- Utilized the OdysseusTM Grant Management Tool to track progress and regulatory compliance of hazard mitigation projects.
- Created customized dashboard reports to provide real-time oversight and monitoring of all recovery projects.

US Virgin Islands (USVI) Office of Disaster Recovery (ODR) selected ISC to help manage over \$8 billion in federal disaster assistance, including FEMA's Public Assistance (PA) and Hazard Mitigation Grant Programs (HMGP), Federal Highway Administration Disaster Relief Program (FHWA-ER), HUD Community Development Block Grant – Disaster Recovery (CDBG-DR), and other federal recovery programs. This engagement's primary objective was to assist the ODR in complying with federal regulations and implement portfolio management oversight to maximize efficiencies and ensure that federally funded disaster recovery projects are completed on schedule, within budget, and within scope.

As part of this engagement, ODR implemented ISC's Disaster Grant Management Tool software application to track, administer, and report federal disaster assistance grant funding for Hurricanes Irma, Maria, and COVID-19 and ensure compliance federal regulations and disaster assistance program requirements.

ISC's tool currently is being used by 44 agencies and over 300 active users across the Island with varying roles and permissions to manage the territory's recovery projects. The system tracks USVI's disaster recovery progress, maximizes funding efficiency, and ensures compliance with federal disaster assistance regulatory requirements.

The following is testimony by the USVI Office of Disaster Recovery and the use of Odysseus[™] to manage all disaster recovery grants. Click to play the video.



Office of Disaster Recovery – Grant Management Client: US Virgin Islands (USVI) Office of Disaster Recovery (ODR) Committee on Finance The Committee on Finance Budget for the Public Finance Authority and Office of Disaster Recovery. LEGIT one location of appropriations for the expenses of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which falls within the jurisdiction of the Committee of the Legislature which the legislature w

G.5Technical Approach

Methodology

ISC understands that you are looking for a firm with expertise in disaster recovery management and infrastructure development. We have a long-standing history of providing consulting services and technical assistance to a variety of local, state, and federal clients. We believe that we are uniquely positioned to best serve you as we have a complete understanding of your history, your operations, and how they will affect your current needs. Additionally, we have thoroughly read your requirements and understand this current mission is to provide

Pro	ject Manage	men	t Strategy
1	Define project scope	6	Monitor progress & quality
2	Understand client expectations	7	Communicate with client
3	Establish a work plan, timeline, and budget	8	Obtain feedback
4	Assign key staff	9	Continuously improve
5	Establish issue resolutions process	10	Deliver results

you with an Emergency Management Professional Services Consultant to manage the cost recovery and reimbursement services that occur after a disaster. As the selected proposer, ISC, will assist the client in facilitating and conducting damage assessments, developing projects, and administrating Federal and State disaster recovery grant programs related to a Federally Declared Disaster incident. This includes, but is not limited to:

- ✓ Public Assistance (PA) Grant Program
- ✓ Hazard Mitigation Grant Program (HMGP)
- ✓ Community Development Block Grant (CDBG)-Disaster Recovery & Mitigation
- ✓ Federal Highway Administration (FHWA)
- ✓ American Rescue Plan Act (ARPA)
- ✓ Infrastructure Investment and Jobs Act (IIJA)

Specifically, as outlined in the RFP, ISC, under your direction, will provide recipients and subrecipients with all requested deliverables as described below:

1. Strategic Planning



- 2. Program Design
- 3. Pre-Application and Application Process
- 4. Project Development and Management
- 5. Bidding and Pre-construction
- 6. Program Compliance
- 7. Payment Processing
- 8. Construction
- 9. Closeout

Most importantly, ISC provides over 1,200 staff disaster recovery specialists that cover a wide array of disciplinary skills that will be crucial after a disaster. The following table details our project management approach for recovery services.

	ISC's Project Management Approach for Recovery Services
Phase 1: Project Startup	
1. Scope Management	Identifies the project description, goals, and objectives; evaluates the project structure, scope management, and controls; supports quality assurance procedures, and manages project risks and mitigation.
2. Resource Management	To facilitate increased coordination and provide you with a technical contractor that will meet and exceed expectations, ISC has selected the most qualified staff for this project. In the unfortunate event that key personnel assigned to this project become unavailable, ISC has identified support staff and potential candidates that would be available to fill in. These changes would be implemented only with the client approval.
3. Communications & Information Management	ISC and its team have invested in advanced technologies to facilitate communication and information sharing between our key personnel and staff. The video conferencing and desktop sharing capabilities of our company has proven to be extremely helpful in past projects and have served to increase internal and external communication.
4. Disaster Decision- Making & Problem Resolution Process	Disaster recovery can be a difficult and confusing process and is generally shaped by the decisions of various stakeholders and organizations before and after an event. Post-disaster decision-making is generally accompanied by a high stress environment and the need to make rapid decisions with incomplete information. The decisions made during this time can critically impact and affect the future of the community. ISC will help identify key stakeholders and organize and facilitate meetings to encourage discussion and foster understanding to render decisions and resolve problems.
5. Collaborative Recovery Strategy & Client Engagement	Based on our prior experience of executing similar disaster recovery contracts, it is essential that a clear understanding of the goals and objectives are established prior to initiating the project. A collaborative approach will ensure that your recovery objectives are successfully realized, regularly tracked, and routinely reported. Our approach will ensure that a clear understanding is achieved between both parties about the content and context of work initiated by ISC.
6. Knowledge Transfer Plan	ISC will execute our knowledge transfer plan to ensure that information and processes are transferred to ISC from the previous contractor. This will help fill gaps in knowledge that might exist after their departure. ISC will review and leverage this knowledge to recommend changes, discover new opportunities, or improve processes. After contract award, ISC will retain all information in their Knowledge Management System (KMS) to provide transparency to you, recipients and sub-recipients.



ISC's Project Management Approach for Recovery Services

Phase 2: Project Execution & Customer Satisfaction



In coordination with you, ISC will develop a comprehensive recovery strategy to maximize funding and expedite the rebuilding of your assets while also adhering to appropriate federal and state policies and procedures. This strategy will provide a recommendation and be presented to you for approval. Once approved, ISC Team will work with various departments to implement your Disaster Cost Recovery Strategy and ensure that these processes and procedures are followed.



Strategy

8. Thoroughly Document Damages & Eligible Costs

Many communities can expedite their community's recovery process by thoroughly and efficiently identifying disaster-related damages and quickly determine those expenditures that will be eligible for FEMA reimbursement. However, traditional methods and bureaucratic forms have caused unnecessary delays. For this reason, ISC invested in the development of a mobile damage assessment application as part of the OdysseusTM Enterprise System. The damage assessment application is designed to gather FEMA-required damage assessment information in the field and synch the inventory of damages with FEMA grant requirements, expediting the receipt of eligible disaster assistance funds.



9. Transparent
Performance &
Monitoring of Recovery
Activities

Past disaster recovery operations have demonstrated the need for clients to manage disaster recovery funds and track the performance of their contractor easily and effectively. At ISC, our reputation of being a trusted, top performer is important to our future success. For this reason, ISC has developed a web-based grant management system to help drive workload, track performance, monitor funding queues, generate reports, monitor compliance, and examine audit requirements. The OdysseusTM Enterprise System (OES) provides a centralized location to collaborate, automates workflow, and increase efficiency by over 700%.



10. Maximize Recovery Funds & Mitigation Opportunities ISC has served as a national leader in disaster resiliency, committed to maximizing vital community disaster assistance funds through hazard mitigation and new FEMA Public Assistance initiatives. ISC has supported over 7,000 communities in identifying hazard mitigation opportunities and securing billions in additional disaster assistance funding. ISC has also developed many of the Nation's largest FEMA Section 428 projects and prepared thousands of successful appeals, securing billions in additional eligible FEMA Public Assistance funds.



11. Audit & Financial Controls and Reporting

The fact that ISC's clients have not been subject to adverse findings from the Office of Inspector General (OIG) and have not had any funds de-obligated is not because of chance. At ISC we place a high degree of importance in establishing financial controls and standard reporting to account for all associated documentation and accounting records, ensuring costs are consistent with policies and procedures, and that all costs are necessary and reasonable. These controls and reporting mechanisms will be established early on and regularly updated throughout our engagement. These processes will also be utilized to track expenditures and process payments.



12. Internal Controls & Compliance Reporting

ISC will continuously audit and review projects for compliance with regulatory guidelines, including but not limited to NFIP, procurement and contracting, and environmental and historic preservation. ISC will align the various recovery programs around your internal financial management system and processes to assist in establishing streamlined financial accounting. Accountants and closeout specialists will be assigned to review all projects and associated versions to ensure all eligible costs are captured, sufficient documentation is provided, and all federal funding has been obligated.



In recent years, FEMA and its state counterparts have placed greater burden on local government to reconcile disaster expenditures, file eligibility appeals, and perform project and programmatic disaster closeouts. In addition to our experience supporting thousands of successful FEMA appeals, ISC has also performed closeouts for some of our Nation's



ISC's Project Management Approach for Recovery Services

 Cost Reconciliation, Appeals & Closeout

largest disasters. Our experience has even led to the development of innovative technology such as the OdysseusTM Closeout Validator that improves efficiency of the FEMA closeout process from months to days.



14. Disaster Recovery Training & Capacity Building At ISC, we recognize that we should always be working ourselves out of a job by ensuring our clients develop the capability to manage their community recovery's success without us. Since our inception, ISC has not only developed curriculum but also delivered FEMA and state approved courses on a wide variety of topics to include disaster recovery. Furthermore, our OdysseusTM technologies provides a mechanism to deliver training with cost efficiency in mind. We are proud to have trained 15,000+ in various disaster recovery topics.

Phase 3: Project Deliverables, Quality Assurance, & Reporting



15. Efficient Expenditure of the FEMA DAC

Unlike other companies that are driven to maximize profits for shareholders, ISC prides itself in working efficiently and investing in technologies and methods to reduce our burden on allocated Disaster Administrative Costs (DAC). ISC's costs account for only 3.34% of the allowed 5% allocated by FEMA for DAC, giving the community's extra financial resources to offset their administrative efforts. We feel that our efficient utilization of the FEMA DAC is a testimony of our commitment to the community we serve, a management strategy that is results driven, and technology that promotes accountability and transparency.



16. Quality Assurance & Control

ISC's Quality Assurance Plan (QAP) defines the organization and the methodology used for all ISC project engagements. The QAP: 1) Identifies processes that will be applied to assure quality; 2) Defines roles and responsibilities to ensure a successful, timely project with deliverables on time; 3) Provides the indicators to allow appropriate decisions and tracks/reports progress; 4) Describes software management practices: procedures, rules, and applicable methods for the project; and 5) Outlines documentation management/delivery.



17. Potential Risks & Corrective Action Strategy At the beginning of the project, identified and potential risks will be recognized to anticipate and manage, as far as possible, the potential impacts of the project, including reporting all risks. Each time a new risk is detected, it shall be managed (identified, assessed, etc.) by the Project Manager or designee. Preventive and corrective treatment will be implemented to reduce the severity and probability of the occurrence of these risks.



18. Document Security

ISC will maintain security of all documentation used to support the reimbursement of federal funds. Additionally, ISC's OES platform is provided as a hosted service to ISC clients that is hosted on dedicated servers with Flexential and Amazon Web Services (AWS). All data and file attachments are encrypted to ensure privacy and confidentiality of the data.



19. Monthly Project Status Reports The ISC Project Manager will provide a "Project Status Report" to your designated representative(s) at the agreed-upon interval (typically biweekly or monthly). The Report will include a summary of accomplishments by task, project progress assessment, major deliverables for the reporting period, a summary of the tasks due during the next reporting period, any foreseeable project risks and solutions, and financial status for individual tasks as well as the overall project budget.



20. Invoices & Quarterly Grant Reporting

The ISC Project Manager will provide invoices to your designated representative(s), which can be sent either by deliverable or monthly. To ensure you meet all compliance and reporting requirements, ISC will maintain detailed records of work and expenditures and submit financial and contract performance reports following the grant reporting schedule.



ISC's Project Management Approach for Recovery Services



At ISC, we recognize that we should always be working ourselves out of a job by ensuring our clients develop the capability to manage their community recovery's success without us. Since our inception, ISC has not only developed curriculum but also delivered FEMA and State approved courses on a wide variety of topics to include disaster recovery. Furthermore, our OdysseusTM technologies provides a mechanism to deliver training with cost efficiency in mind. We are proud to have trained 15,000+ in various disaster recovery topics.

Reporting

The ISC Project Manager will submit regular reports on their activities to the Client.

- **Bi-Weekly Project Status Reports:** The Project Manager will provide a "Bi-Weekly Status Report" to the designated client representative(s) through the submission of a written report that details the current timeline, deliverables completed, dates of completion, and anticipated dates for completion of unfinished deliverables.
- Weekly Status Update: In addition to providing written bi-weekly status reports, the
 Project Manager or his designee will participate in weekly project status meetings and/or
 conference calls. The purpose of these meetings will be to ensure projects tasks are on
 schedule, within budget, and that any immediate issues or concerns can be mitigated and/or
 resolved. Additionally, per the RFP, the ISC team will participate in meetings and/or
 conference calls at the request of the client.
- Monthly Project Reviews: The designated Project Manager will provide a "Monthly Status of Accomplishments and Costs" report to the designated client representative. The monthly report will include a summary of accomplishments by task, an overall assessment of project progress, major accomplishments and deliverables for the reporting period, a summary of the tasks due during the next month, any current and foreseeable problems, and proposed corrective actions. Program risks will be identified in the report, along with actions to reduce project risks. Finally, a financial status will be provided of individual tasks as well as an overall project budget to date.

FEMA Public Assistance Approach

The delivery and implementation of the FEMA Public Assistance Program is often the largest disaster assistance funding source that is made available to a community, as well as the most complicated and intricate part of the recovery process. The public assistance aspect of this project requires a degree of finesse and knowledge of the FEMA PA program, policy and guidance. Over the years, ISC has worked directly with FEMA, states, counties, and local municipalities to coordinate the rapid mobilization of thousands of technical staff to support FEMA PA operations. ISC has responded to hundreds of natural hazards, man-made disasters, and incidents of national significance to include Hurricanes Harvey, Irma, and Maria.





ISC's Approach to Grants Management

Phase 1: Establish a Unified Recovery Strategy

1.

Establish a Unified Recovery Strategy

Based on our prior experience of executing similar disaster recovery contracts, it is essential that a clear understanding of the goals and objectives are established prior to initiating the project. A collaborative approach will ensure that your recovery objectives and priorities are successfully realized, regularly tracked, and routinely reported. Our approach will ensure that a clear understanding is achieved between both parties about the content and context of work initiated by ISC.

In coordination with the client, ISC will develop a comprehensive recovery strategy to maximize funding and expedite the rebuilding of G assets while also adhering to appropriate federal and state policies and procedures. This strategy will provide recommendations and be presented to you for approval. Once approved, ISC will work with various client departments and agencies to implement the Disaster Cost Recovery Strategy and ensure that these processes and procedures are followed.

Inform Client Administrators and Partners

An important element of any successful program is the ability to efficiently transfer knowledge and understanding. At ISC, we believe **consulting services should be value-added** and not be a burden to the client. When disaster recovery consulting services are implemented correctly, your knowledge and capability to implement the PA Program increases.

ISC will leverage our experience developing curriculum, designing virtual training programs, delivering training, and conducting exercises to offer you superior courses. ISC will collaborate

Disaster Recovery Computer-Based Training

ISC developed the curriculum and web-based training on FEMA Public Assistance Program and other recovery topics for various Clients. These interactive courses actively engage participants using point-and-click media, quizzes, and interactive graphics. Media, such as videos, flash interactions, and audio, were added to display real-life scenarios and engage the audience.

with you to identify which disaster recovery courses will need to be developed and delivered. ISC will meet with you to define instructional goals and objectives of each course. If necessary, ISC will assist in the research and analysis required when no source material is available and provide subject matter specialists. ISC will deliver a needs assessment report which will deliver an overview of the tutorial, its purpose, target audience, training objectives, available resources, training format, tutorial timespan, development timeline, and assessment requirements.



At a minimum, ISC will develop training courses on the relevant federal grant programs and conduct annual training for all departments, municipalities, and partner agencies. Virtual training programs will include a method to document personnel attendance, training certificate, and other course tracking requirements.

Develop Cost Recovery Strategy

ISC will work with various client departments, municipalities, and partner agencies to develop/update the existing Cost Recovery Guide and other relevant plans and procedures. ISC will ensure that

these plans and procedures are aligned with the appropriate federal and state policies and procedures.

ISC will review your existing policies and administrative procedures and provide recommendation on changes that will be needed to maximize potential federal reimbursement. ISC will develop tools and action plans for your



In 2014, ISC was selected by Miami-Dade County to develop a FEMA-compliant Expense Documentation and Cost Recovery Functional Operations Guide that clearly defined the roles, responsibilities, and procedures to prepare for, document correctly, apply for, and receive available expense reimbursement following a disaster. The procedures were compliant with the Emergency Management Accreditation Program, Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288), and the programmatic improvements to disaster assistance programs required under the Sandy Recovery Improvement Act of 2013 (PL 113-2).

departments/agencies to use to enhance their compliance and accountability while promoting efficiency in the cost recovery process. ISC will also develop a guide by department on their essential recovery activities and provide recommendations on what modifications should occur.

Obtain Immediate Needs Funding

If necessary, ISC will work with you to request Immediate Needs Funding (INF) for critical needs. INF can be allocated for emergency work costs such as overtime payroll, equipment expenses, temporary employee payroll, materials purchased, equipment rented, and contractor payments.

Define & Implement Decision-Making & Problem Resolution Process

Disaster recovery can be a difficult and confusing process and is generally shaped by the decisions of various stakeholders and organizations before and after an event. Post-disaster decision-making is generally accompanied by a high-stress environment and the need to make rapid decisions with incomplete information. The decisions made during this time can critically impact and affect the future of the community. ISC will help identify key stakeholders and organize and facilitate meetings to encourage discussion and foster understanding to render decisions and resolve problems.

Identify Additional Funding Opportunities

Recovery projects can take extensive amounts of time, energy, and particularly funding. There are a variety of funding sources available to communities, private non-profit organizations, businesses, families, and individuals that have been affected by the disaster; however, it may take considerable effort to identify and obtain proper funding sources, coordinate these funding sources, and implement funded projects. Funding for disaster recovery can be generally secured from a variety



of sources; however, the availability and accessibility of these sources of funding will vary based on the type and scale of the event.

Phase 2: Conduct Detailed Damage Assessments

At ISC, we feel that it is crucially important to document your disaster damage accurately and thoroughly. This is especially true with the implementation of FEMA's new PA delivery model, as well as Section 428, which puts the onus on local government and private non-profits to document their damages in return for receiving fixed-cost estimates. ISC will conduct a thorough Preliminary Damage Assessment (PDA) of infrastructure for both public and individual assistance. Hand-selected ISC support staff will work closely with the assigned Client personnel to make sure an accurate representation of the damages is depicted. A detailed and quantifiable damage description is essential in formulating a project worksheet that is eligible for FEMA funding.



Initiate Damage Assessment and Define Documentation Requirements

ISC will inform you to document all facility and content damages immediately following the event. These damages should be documented via written notes and photographs prior to removing debris or fixing damaged elements. ISC will provide a comprehensive list of documentation required to seek reimbursement from FEMA and other federal agencies, as appropriate.

Establish Damage Assessment Strategy and Schedule of Activities

Various methods can be utilized to assess damage and are often dependent on the type and scale of event and the resources available. Disasters that produce visible damage, such as fires, tornadoes, and hurricanes, can quickly be assessed using windshield assessments, flyovers, or geospatial analysis. Other disasters, such as flooding, may require door-to-door assessments, which can exhaust resources and time. ISC also recognizes the benefits of utilizing Unmanned Aerial Systems (UAVs or: drones) to augment damage assessments and therefore has invested in cutting-edge UAV technology and software to provide our clients with enhanced analysis and mapping.

ISC will work with you to establish an expedient and efficient damage assessment strategy, as well as a schedule of activities. This schedule will help to prioritize PDAs and high priority projects based on the amount of time required to conduct the inspection, the required attendees, and the timeline of deliverables.

Record Evidence of Extent of Damage

While conducting the damage assessment, it is important to document all relevant damage to residences, businesses, and/or damaged infrastructure. The location of all damaged sites should be documented using street addresses or GPS coordinates. For uniformity and to ensure all relevant information is collected, ISC will provide guidance and train staff on how to document damage, including dimensions, materials, and the size or capacity of the facility. In addition, it is important



to capture the work necessary to perform temporary repairs or restore the damaged infrastructure, as well as the estimated or actual costs.

Debris Management Advisory and Monitoring

Following a disaster, debris removal is critical to expediting the recovery process. FEMA will reimburse eligible applicants for the costs associated with the removal of debris from improved public property and public rights-of-way, including Federal-aid roads. It is the applicant's responsibility to monitor all debris removal activities and document and track equipment and labor. From FEMA's perspective, it's the community's responsibility to monitor and document all debris removal activities. Failure to do so properly will jeopardize funding.

If requested, ISC will provide you with debris management advisory consulting support. ISC and our team of debris management experts have been involved with our Nation's largest and most complex disaster operations. This technical expertise is supported by our innovative technologies to ensure that communities maximize their federal funding.

Phase 3: Formulate Project Grants



Our team of nationally recognized FEMA Public Assistance professionals will work closely with you to create a comprehensive and effective process that adheres to the requirements of the PA Program, as well as the administrative processes of the client that have been established prior to the disaster. Our intent is to leverage our intimate knowledge of the FEMA PA Program to identify all of your eligible FEMA PA funding, without burdening staff or creating unnecessary risk of de-obligation.

ISC will provide technical assistance as requested by the client and will proactively identify and resolve issues that may arise related to the funding of work to be completed. Activities associated with this effort include:

- ✓ Document Damages
- ✓ Develop Damage Descriptions
- ✓ Prepare Scopes of Work
- ✓ Evaluate Alternative and Improved Projects
- ✓ Identify Opportunities for Hazard Mitigation
- ✓ Implement Section 428
- ✓ Identify and Formulate Projects
- ✓ Develop Accurate Cost Estimates
- ✓ Address Special Consideration Concerns
- ✓ Establish Process for Quality Control
- ✓ Guidance and Training on FEMA PA

ISC will obtain, analyze, and gather all relevant documentation and records to extract pertinent information necessary for submittal, including timekeeping and staff assignment records as applicable. ISC will utilize their best practice quality control methods to review all projects and supporting documentation for clarity and completeness, as well as consistency and accuracy.



The Four Basic Elements of Eligibility:

Must be tied to eligible work and be adequately documented, necessary, and reasonable.

Must be required as a result of the declared incident and located within the designated disaster area.

Must be a building, public works, system, equipment, or natural feature.

Must be a state, territory, tribe local government, or private nonprofit organization.

Initial Briefing and Complete Request for Public Assistance

To receive funding under FEMA's PA program, sub-recipients must meet all eligibility requirements. FEMA provides assistance to four types of Applicants: state governments, local governments, Indian Tribal governments, and certain critical and non-critical private non-profit organizations. *ISC will assist in completing RPAs as needed* and will help to assess and provide justification for those clients who provide a public service but may not identify as one of the four types of Applicants listed above.

Participate in Exploratory Call & Recovery Scoping Meeting (RSM)

Upon approval of the RPA, ISC will help coordinate, prepare for, and participate in the Exploratory Call with the FEMA Program Delivery Manager and the sub-recipient representative. To prepare for this meeting, ISC will assist in assembling the inventory of impacts from the disaster and any questions that may need further clarification from FEMA. Following the Exploratory Call, ISC will assist as needed in developing a list of disaster-related damages and agenda items to be discussed at the Recovery Scoping Meeting (RSM). Additionally, ISC will work with each sub-recipient to upload initial information, such as contracts, insurance policies, plans and procedures into FEMA's Grants Portal. During the RSM, a meeting schedule will be agreed upon between FEMA and the client to ensure progress in recovery and establish a timeline of deliverables.

Coordinate Site Inspections with the State and FEMA

Following COVID, FEMA has taken a hybrid approach to administering the FEMA PA Program. ISC will help plan, schedule, and coordinate site inspections between the sub-recipient, client and FEMA as required. By developing a strategy and course of action, we can ensure that priority projects are assessed first and **communicate to FEMA the urgency of reviewing and obligating these projects.**

RECOVERY SCOPING MEETING BEST PRACTICES

- 1. Map of jurisdiction & damaged facility information
- 2. Documentation to support legal responsibility
- 3. Previous disaster damage
- 4. Photographs of disaster related damage
- 5. Completed and to be completed work



Analyze Project for FEMA PA Eligibility

All identified damages will be analyzed for eligibility under the PA program. Projects funded under the PA program must be the legal responsibility of the eligible Applicant and damaged as a direct result of the disaster event. Substantial documentation is needed to support all eligibility claims, and therefore ISC will use their best practices and acquired knowledge in formulating detailed projects to ensure reimbursement and prevent future eligibility concerns.

Evaluate Relevance of Current FEMA PA Pilot Programs

FEMA is consistently reevaluating the delivery of the PA program and identifying areas of improvement. Before making drastic changes to its program delivery, administrative costs, or just the PA program in general, FEMA will conduct a Pilot Program to test and evaluate these changes. When these programs arise, ISC will educate you on how these changes will affect them and will make sure they don't adversely affect FEMA assistance.

Assist in completing the FEMA Grants Portal Essential Elements of Information (EEI)

ISC will assist you and the sub-recipients in the completion of the FEMA Grants Portal Essential Elements of Information (EEI), required to support the damage claims and ensuring eligibility of the PA Grant.

Provide Recommendations on Eligibility and Critical Issues

ISC is comprised of recovery specialists who are intimately familiar with Federal regulations, specifically the Robert T. Stafford Act, Post-Katrina Emergency Management Reform Act, and the Disaster Recovery Reform Act. We will work with you to navigate eligibility concerns and address critical issues to maximize funding and mitigate potential reimbursement concerns.

Prepare Detailed Damage Descriptions and Scopes of Work

ISC will assist in developing detailed damage description for each facility that was affected by the disaster event. Once the damage description has been agreed upon by FEMA, the client, and the sub-recipient, ISC's knowledgeable PA Specialists will assist in the development of the proposed scope of work (SOW), including the hazard mitigation proposal (HMP) for each of its projects. If the work is finished, ISC will document the completed SOW.

SOWs for emergency work projects address immediate threats and debris removal. For Permanent Work projects, the SOW includes a description of how the sub-recipient plans to repair, or has repaired, the damage, including repair dimensions and HMP description and dimensions. In instances where the SOW has a potential of impacting environmental or historic resources, ISC will coordinate with you and FEMA to review the SOW to determine if modifications could reduce potential impacts. Assess Special Considerations. Prior to removing

DOCUMENTATION

BEST PRACTICES

Oprawings, sketches, or plans of pre-disaster design

Drawings, sketches, or photos of damage

Engineering/technical reports

Job orders & permits

Disbursements & accounting records

Force account labor, equipment & materials

Contracts or contractor bids

ISC'S

Rental and lease agreements
Invoices, wwarrents, checks

✓ Inspection/monitoring logs

debris, demolishing buildings, or beginning repair work, you must address any special considerations that may affect the eligibility of these projects. It is the responsibility of each sub-recipient and the client to ensure compliance with the Natural Historical Preservation Act and the



National Environmental Protection Act, and therefore EHP reviews should be completed before beginning construction. ISC will educate all personnel on the risks associated with not adhering to policy and regulations and will make sure EHP reviews are completed prior to project start dates.

Analyze for Potential Insurance Proceeds

Many eligible applicants carry insurance that may or may not cover a portion of their damages. Understanding the available insurance coverage relative to the eligible scope of work to return the facility to its pre-disaster condition without jeopardizing potential funding due to duplication of benefits requires a thorough review and analysis of insurance policies, proof of loss, and other insurance documentation. Once we have reviewed the available supporting documentation, ISC's insurance specialist work to reconcile the amount of insurance proceeds received with the corresponding scope of work in the PWs.

Prepare Cost Estimate

FEMA may approve grant funds based on a forward pricing model to establish cost estimates for those projects that exceed the large project threshold. ISC staff are well versed in standard cost estimating programs to include RS Means and FEMA's Cost Estimating Format. ISC's experienced cost estimators can account for all possible costs based on the detailed scope of work, including odes and standards. Accurate cost estimates are even more important with the implementation of FEMA's new PA Program Delivery model and the increase in the small project threshold.

Comply with Program Timelines

Depending on the extent of damage to a facility, the client and the sub-recipients may be unable to restore the facility within the regulatory time frame and therefore must request a time extension. FEMA may approve a time extension on a project-by-project basis if the client can justify the extension and provide documentation substantiating the delays, status of the work, and a project timeline with a projected date of completion. ISC will help maintain a master schedule to help inform you of upcoming deadlines and the need to request a time extension. Additionally, the GMT allows for notifications of upcoming Period of Performance due dates. These notifications are customizable to include when they are sent and who is notified.



GMT Period of Performance Report



Phase 4: Maximize Recovery Funds



ISC has served as a national leader in disaster resiliency, committed to maximizing vital community disaster assistance funds through hazard mitigation and new FEMA Public Assistance initiatives. ISC has supported over 7,000 communities in identifying hazard mitigation opportunities and securing billions in additional disaster assistance funding. ISC has also developed many of the Nation's largest FEMA Section 428 projects and prepared thousands of successful appeals, securing billions in additional eligible FEMA Public Assistance funds.

Identify Hazard Mitigation Opportunities

After a declared disaster, eligible FEMA Public Assistance Applicants can receive funding beyond what was damaged to rebuild facilities that incorporate measures that increase resiliency and hazard mitigation through Parts 404 and 406 of the Stafford Act. These programs are a top priority for FEMA and can offer eligible Applicants up to 100% of the repair cost for some pre-approved hazard mitigation measures. ISC will assist you in identifying, developing, and evaluating opportunities for hazard mitigation programs to reduce or eliminate risk from future events. Our team of hazard mitigation specialists have extensive



experience with Section 404 and 406 hazard mitigation programs and leveraging these additional funds to best benefit the client and its facilities.

ISC will work with the designated representatives to review, assess, and archive back-up documentation, contracts, and other related documentation required to support federal, and other audits related to these funds and needed for compliance. Activities include, but are not limited to:

- A bi-annual complete review of HMGP projects to ensure compliance with HMGP programmatic and fiscal requirements.
- A review of project progress, project scopes, and regulatory compliance of each Subgrantee. ISC will work to proactively address any programmatic issues.
- Periodic fiscal reviews of each Subgrantee to ensure fiscal compliance as published by the FEMA HMGP Guidance.

In addition, ISC will work with you to ensure that annual financial and compliance audits are submitted for review. Additionally, ISC will provide technical assistance in preparation and development of hazard mitigation projects related to these funds.

Evaluate Potential Projects for Section 428 Funding Allocation

FEMA's Section 428 Alternative PA program was signed into law on January 29, 2013, as part of the Sandy Recovery Improvement Act of 2013. The purpose of the 428 program is to expedite funding, increase flexibility, and provide incentives for timely and cost-effective PA projects. ISC will leverage their intimate knowledge and experience to help you identify potential projects for



section 428 funding and will assist in the development of the scope of work, the validation of costs and the management of the fixed capped grant. In addition, by aligning section 428 with Recovery Support Functions (RSF) objectives, ISC can help you prioritize funding in ways that best meet the recovery needs of impacted communities.

Evaluate Opportunities for Alternative and Improved Project Funding

Large projects are reimbursed based on actual costs needed to complete the eligible scope of work. Sometimes, it is in your best interest to make improvements to the facility while performing the work or to use the funding for an alternative project which will better serve the public. Changes to the scope of work that alters the pre-disaster design, function or capacity will result in a capped grant. ISC will evaluate the desired changes to the scope of work and will utilize their knowledge of policy, engineering and cost estimating to help you in identifying the best course of action to maximize funding.

Prepare PW Versions - Changes in Scope and Cost Overruns or Underruns

Under the PA program, FEMA will only reimburse for eligible scopes of work. If there is a change to the scope of work, ISC will work with you to review the revised scope and notify FEMA immediately. Changes in scope will have to be reviewed for eligibility and EHP compliance requirements prior to the commencement of work. If work associated with the SOW change begins prior to FEMA review and approval, it will jeopardize funding. To minimize this risk, ISC will monitor the recovery progress and identify projects which may require PW versions to address changes in scope of work or costs prior to the start of the construction phase. Any change to scope or costs will require a written request to FEMA. ISC will help to assemble a complete request including a detailed justification and documentation to support the eligibility of the version.

Phase 5: Manage Grants & Performance



In addition to the formulation of projects, ISC will assist in administering the grants and identifying issues or gaps that may cause a problem during audits, jeopardizing federal funding. All PWs will be tracked and monitored from formulation through closeout. ISC will utilize specialized reporting tools to gauge the progress of the disaster and overall compliance with PA program regulations. As work progresses, ISC will help manage documentation requirements and the drawdown of funds, ensuring an efficient payment process.

Establish Audit and Financial Controls and Reporting

The Office of Inspector General (OIG) may perform audits on projects to ensure integrity and efficiency in government when carrying out essential programs and activities. Some frequent audit findings under FEMA's PA program are poor contracting practices, excessive equipment or labor charges, inaccurate accounting, and unrelated project charges. ISC will work with you to establish audit and financial controls that will reduce the burden of potential audits. This will include, but is not limited to, maintaining file records for each project to account for all associated documentation and accounting records, ensuring costs are consistent with policies and procedures, and that all costs are necessary and reasonable.



Provide Guidance and Recommendations on Mutual Aid Agreements/ Requests

Mutual aid agreements provide a means for jurisdictions to augment their resources when needed for high demand incidents. ISC will work with you to identify potential shortfalls and capability gaps through planning and exercises and make recommendations on establishing mutual aid agreements as part of your preparedness actions.

Perform Internal Controls Assessments and Support Compliance Monitoring Activities

ISC will continuously audit and review projects for compliance with regulatory guidelines, including but not limited to NFIP, procurement and contracting, and environmental and historic preservation. ISC will align the FEMA PA Program around the existing internal financial management system and processes to assist in establishing a streamlined financial accounting. Accountants and closeout specialists will be assigned to review all projects and

The Odysseus™ GMT Manages **\$8 BILLION+** In Disaster Recovery Grants

associated versions to ensure all eligible costs are captured, sufficient documentation is provided, and all federal funding has been obligated.

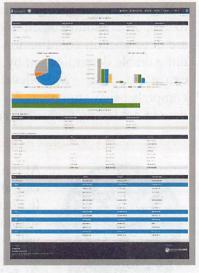
Conduct Site Inspections and Oversee Construction Projects

ISC will utilize experienced construction managers to oversee and ensure timely completion of projects. By utilizing staff that are not only familiar with construction best practices but also programmatic guidelines, ISC can ensure that you recover every dollar spent. We can also mitigate any potential conflicts by accurately documenting necessary changes to the scope of work. Site inspections will be conducted throughout the engagement and tracked in the OES Site Inspection Tool which is integrated into the OES GMT. Real-time reporting will help to gauge timelines and identification of risks/issues that may impact the period of performance or other special considerations.

Project Tracking and Status Reports

Throughout the recovery process, the client will be expected to prepare quarterly reports for the FEMA. Our FEMA PA Program support specialist will assist the client in preparing the required quarterly reports. ISC will monitor and ensure compliance with all programmatic deadlines and assist in the development of time extension requests as necessary.

ISC's web-based recovery tool can be utilized to manage data and track the grant management process. This tool provides a centralized location to collaborate on projects and automates workflow to increase efficiency. A module within this tool allows for the tracking of documentation, correspondence, and requests to ensure a timely response from key stakeholders or Federal partners. Past disaster recovery operations have demonstrated the need for disaster grant management systems to manage and track the disaster recovery funds that a community receives easily and



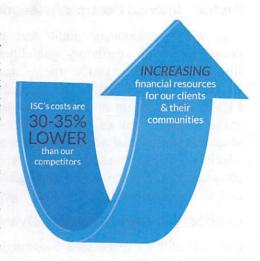
effectively. For this reason, The ISC Team has developed a web-based tool to manage data and track the grant management process. ISC's Disaster Grant Management Tool can be integrated



into current client processes and systems to help drive workload, track performance, monitor funding queues, create reports, monitor compliance, and audit requirements. This tool provides a centralized location to collaborate on projects and automates workflow to increase efficiency. Personalized dashboards highlight pending tasks and can help gauge the overall progress of the disaster and funding.

Management Costs

ISC uses the same technology for reporting labor hour, invoicing and tracking time-and-materials or task order engagements. ISC's timesheet and expense tracking system is integrated into our project management platform, allowing for ready access of real-time reporting of project budgets and expenditures. This platform also provides pre-built and custom reports and dashboards, empowering all levels of ISC and our clients with a 360-degree real-time information so that they can make immediate, date-driven decisions. ISC's has developed custom timesheet and expense reporting and dashboards that are consistent with FEMA DAC requirements and timely reporting of DAC and non-DAC eligible activities.



Process Appeals and Arbitration

The client has the right to appeal any FEMA determination related to the PA program. Through coordination and open communication with the sub-recipients and FEMA, ISC will mitigate potential project issues or eligibility concerns. In the event of an unfavorable determination, and after all options are exhausted, ISC will develop an appeal utilizing supporting documentation and PA policy to create a comprehensive argument for you within the regulatory timeframes.

To minimize the number of appeals, ISC believes that all PWs should be supported by policy and substantial documentation, including disaster-specific guidance and white papers that help to support eligibility determinations. Each of these documents are developed in coordination with FEMA. In the event of an unfavorable determination by FEMA, and after all options are exhausted, ISC will develop an appeal to create a comprehensive argument. To date, ISC has a 97% success rate in achieving favorable responses on appeals.



Phase 6: Reconcile Funds and Closeout



At the end, ISC will assist with the FEMA PA Program closeout process. Our strategy of aligning the FEMA PA Program around your internal financial management system and processes will assist in establishing streamlined financial accounting. Accountants and closeout specialists will be assigned to review all projects and associated versions to ensure all eligible costs are captured, sufficient documentation is provided, and all federal funding has been obligated. ISC will assist you in preparing Final Inspection Reports as necessary.

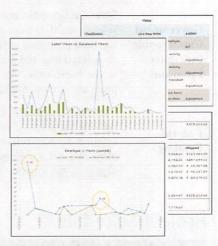


Establish Closeout Procedures

Closeout is a process in which FEMA determines that all applicable administrative actions and required work have been completed by the client. Properly closing out projects completes the recovery process, and it is ISC's belief that closeout begins at the onset of project formulation. Efficient and effective closeout requires training applicants on procedures, timelines and required documentation.

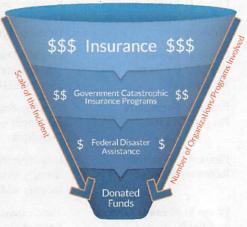
Confirm Completion of Work and Reconcile Costs

To effectively closeout a project, the client must demonstrate that the approved scope of work was completed and that funds were expended in accordance with Federal, State, and local laws, regulations, and policies. ISC's closeout specialists will review all PWs, reconcile actual costs to complete the approved scope of work, and when applicable, identify any outstanding funds that are owed to you from FEMA. In addition, ISC will work to obtain documentation to support all eligible costs and approved scope of work. ISC will review the small projects and evaluate if the actual cost to complete all small projects exceeded the original estimate. If the costs to complete the scope of work exceed the original estimate, ISC, in coordination with the client, will request a Net Small Project Overrun appeal.



Support for Additional Recovery Funding Opportunities

Recovery projects can take extensive amounts of time, energy, and particularly funding. There are a variety of funding sources available to communities, private non-profit organizations, businesses, families, and individuals that have been affected by the disaster; however, it may take considerable effort to identify and obtain proper funding sources, coordinate these funding sources, and implemented funded projects. Funding disaster recovery can be generally secured from a variety of sources; however, the availability and accessibility of these sources of funding will vary based on the type and scale of the event.



One of the greatest challenges for a community during post-disaster redevelopment is to navigate the bureaucratic buffet of federal disaster assistance programs, while identifying and pursuing non-federal funding mechanisms to fund those activities that may not be eligible in accordance to the programmatic guidelines of the ninety-three (93) disaster recovery assistance programs and our proprietary collection of over 500 private and non-profit disaster assistance funding sources. ISC will assist you in developing a disaster recovery funding strategy and provide technical support in securing and managing these additional funding opportunities.



	Disaster Funding
Funding Source	Description
Insurance	Insurance is the equitable transfer of the risk of a loss, from one entity to another in exchange for payment. It is a form of risk management primarily used to hedge against the risk of a contingent, uncertain loss. Property insurance provides protection against risks to property, such as fire, theft, or weather damage.
Government Catastrophic Insurance Programs	State Catastrophic Insurance Programs provide coverage to low-probability; high-cost events for select natural disaster such as hurricanes, earthquakes, and floods that are generally excluded from standard insurance policies. Catastrophe insurance is difficult to estimate the total potential cost of an insured loss and a catastrophic event results in an extremely large number of claims being filed at the same time. As a result, government programs such as the NFIP and state catastrophic programs are established to effectively manage hazard risk exposure.
Federal Funding	Presidential Disaster Declarations initiate specific kinds of grants, loans, and common FEMA funding programs. There are also numerous other agencies that provide various support through existing disaster related programs. It is important to note that these federal Disaster Assistance programs are <u>supplemental programs</u> to other funding sources such as insurance and <u>must not duplicate funding</u> provided by other organizations.

Project Schedule

Project Schedule														
Project Timeline by	Deliverable	Month												
Phase		1	2	3	4	5	6	7	8	9	10	11	12+	
Phase 1: Established a Unified Recovery Strategy	✓ Recovery Strategy✓ Document Maintenance Strategy✓ Develop Action Plan	1	1											
Phase 2: Conduct Detailed Damage Assessments	✓ Conduct Damage Assessments✓ Damage Inventory✓ Identify EHP Concerns	1	1	1				di la						
Phase 3: Formulate Project Grants	✓ Develop detail✓ led scopes of work and cost estimates✓ Coordinate with State/FEMA on RFIs		1	1	1	1	1	1	1	1	1			
Phase 4: Maximize Recovery Funds	✓ Identify mitigation opportunities ✓ Identify alternate/improved projects ✓ Identify additional funding					1	1	1	1	1	1	1	1	
Phase 5: Manage Grants and Performance	 ✓ Time extension requests ✓ Request changes in scope or costs ✓ Ensure adherence to policy and regulations ✓ Maintain documentation 					is mi		1	1	1	1	1	1	
Phase 6: Reconcile Funds and Closeout	✓ Reconcile funds✓ Close out small and large projects								100			1	1	



Implementing Long Term Recovery Operations

Over the past 20 years, our team has supported local governments, states, and FEMA on a litany of disaster recovery operations, disaster recovery planning and special disaster recovery projects around the nation. This expertise is culminated into community recovery plans that are operationally relevant and effective.

Following catastrophic disasters, ISC provides technical programmatic support to Emergency Support Function (ESF) 14: Long-term Community Recovery. ESF 14, led by the Department of Homeland Security (DHS): Federal Emergency Management Agency (FEMA) augments and provides support to local and state catastrophic disaster recovery efforts. ESF 14 fulfills this objective by cultivating the long-term vision of the community, facilitating in the development of key stakeholder long-term support, addressing local recovery needs, and by creating a mechanism that will guide the community's long-term recovery efforts. ISC works in concert with FEMA and a multitude of federal partner agencies to coordinate the federal response by identifying significant long-term impacts, addressing local recovery needs, and fostering resilient and sustainable community disaster recovery.

- **Program Management and Support:** ISC provides program support to long-term recovery operations and to 1) foster partnerships and convene meetings, 2) ensure appropriateness of participation, 3) empower communities and its leadership, 4) coordinate ESF 14 activities with interagency programs and other Federal partners, and 5) promote resilient and sustainable disaster recovery.
- **Disaster Recovery Technical Support:** ISC provides technical support in the development of Long-term Community Recovery Plans, which cross reference community needs with a common long-term recovery community vision. This process incorporates common planning principles into the recovery process, improving a community's ability to ensure sustainable, long-term disaster recovery.
- Committee and Workgroup Governance Development: Utilizing our expertise in disaster recovery, emergency planning, and steering committee management, ISC is able to provide critical technical support in the creation of and guidance to community recovery steering committees and workgroups.
- Community Outreach and Preparedness Development: Successful community recovery is contingent upon the timely engagement of the target community to foster "communitas" (the collective "we"), educating community leaders and key stakeholders, and engaging the public. ISC is able to incorporate its community outreach expertise to use proven methods that foster group collaboration through consensus building and mitigation of group conflict, ensuring a politically salient process that will promote community accord, minimize cost/delays, improve the decision-making process, maintain community credibility, and improve efficiency of recovery project implementation.
- Grant Management and Procurement Support: ISC assesses, evaluates, and identifies
 funding sources and opportunities for high priority projects identified in the project
 formulation process. This process engages State and Federal partners and programs
 including several FEMA, HUD, and SBA disaster recovery programs.



Tab H.Additional Required Documents

Please see the following pages for the completed required documents:

- Proposer's Certification/Addenda Acknowledgement Form
- Proposal Form
- Statement of Terms and Conditions statement must be signed and returned with the RFP form.
- Hold Harmless Agreement
- A sworn, notarized Drug Free Workplace Certificate
- Public Entity Crimes Form
- Conflict of Interest Disclosure Form
- A Certificate of Insurability (COI)
- E-Verify Document
- Immigration Affidavit Certification

PROPOSER'S CERTIFICATION

Submit To:	
City of Bushnell	City of Bushnell
215 E. Joe P. Strickland Jr. Ave.	Request for Proposal (RFP)
Bushnell, FL 33513	Certification and Addenda
352-793-2951	Acknowledgement
352-793-2711 (Fax)	
Due Date: September 15, 2023 Due Time: 4:00 p.m. RFP 2023-03	
Title: Professional Grant Writing and Administration Services	
Vendor Name:	Phone Number:
Integrated Solutions Consulting, Corp.	847-306-3541
Vendor Mailing Address:	Fax Number:
220 S. Buchanan Street	847-737-5395
City/State/ZIP:	Email Address:
Edwardsville, IL 62025	Dan.Martin@i-s-consulting.com
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFP and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFP requirements. I, the undersigned, declare that I have carefully examined the RFP, specifications, terms, and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFP with any other Offeror and have not colluded with any Offerors or parties to an RFP whatsoever for any fraudulent purpose."	
1	
Addendum # Addendum # Addendum #	Addendum # Addendum #
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, "VENDOR," or person submitting an RFP for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFP and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFP, including but not limited to certification requirements. In conducting offers with an agency for "CITY" of Bushnell, respondent agrees that if this RFP is accepted, the respondent will convey, sell, assign, or transfer to the "CITY" of Bushnell all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the "CITY." At the "CITY" of Bushnell's discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."	
Daniel Martin, PhD, CEM, Principal	Distribution 09/13/2023
Authorized Agent Name, Title (Print)	Authorized Signature, Date
This form must be completed and returned with your submission.	



Addendum No. 1 City of Bushnell RFP 2023-03 GRANT WRITING AND ADMINISTRATION SERVICES

To: All Plan Holders for the above referenced project

From: City of Bushnell, Morgan Wilson (mwilson@cityofbushnellfl.com or 352-793-2591)

Date: September 12, 2023

RE: Addendum No. 1 – GRANT WRITING AND ADMINISTRATION SERVICES

Addendum No. 1:

1) What is the correct address to mail my RFP package?

Answer: 117 E. Joe P. Strickland Jr. Ave, Bushnell, FL 33513

Please Acknowledge Receipt of Addendum No. 1:

David Meetin 09/13/2023

Bidder's Signature Da

RFP 2023-03 Page **1** of **1**

PROPOSALS FORM FOR CITY OF BUSHNELL



Name of "VENDOR" Submitting Proposals Integrated Solutions Consulting, Corp.

Name of Person Submitting Proposals Daniel Martin, PhD, CEM, Principal

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments here to attached. The "VENDOR" proposes and agrees, if this submission is accepted, to contract with the "CITY" of Bushnell to furnish all necessary materials, equipment, labor, and services necessary to complete the work covered by the RFP and Contract Documents for this Project. The "VENDOR" agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."

1 Moto	
Signature	
09/13/2023	
Date	
RFP 2023-03	
RFP Number	
[_] Check if exception(s) or deviation(s) to detailing reason and type for the exception	

This form must be completed and returned with your submission.

Statement of Terms and Conditions

PUBLIC ENTITY CRIME: 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 proposal/bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit proposal/shids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, sub-Contractor, or Contractor under a contract with any public entity, and may not transact business with any public entity in access of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 38 months from the date of being placed on the convicted "VENDOR" list.

INDEMILICATION: The Contractor agrees to indemnify and hold harmless the "CITY" of Bushnell, and their elected officials, employees and volunteers from and against all claims, losses and and expenses, including legal costs, arising out of or resutting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, forcorronal injury or claim, to injury to or destruction of tangible property including the loss or loss of use resutting therefrom and is caused in whole or in part by any negligent act or omission of the Contractor.

of the Contractor.

PROHIBITION OF LOBBYING: During the blackout period which is the period between the time the submittatis for Invitation to Bid or the Request for Proposals, or Proposals, or information, as applicable, are received at Contracts/Purchasing and the time the "CITY" awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the "CITY," or any "CITY" employee other than the Grant/Finance Administrator. Volation of this provision may result in disproposal of violating party. All questions regarding this Request for Proposals (RFP) or Invitation to Bid (BID) must be submitted in writing to the "CITY"s Grant/Finance Administrator.

ANTI TRUST LAWS: By submission of a signed RFP or BID, the successful "VENDOR" acknowledges compliance with all arithmst laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which lifegally increases prices.

All questions regarding this feedbast of Propositis (NPP) of infination to Bit (BID) must be summitted in writing to the "CITY" S Grant/Financo Administration."

ANTI TRUST LAWS: By submission of a signed RPP or BID, the successful "VENDOR" acknowledges compliance with all artifrust laws of the United States and the State of Roida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract horounder is subject to the provisions of Chapter 112 of the Florida Statutes. "VENDOR"s shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the "CITY"s at the time of the RPP or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral Interpretations will be made to any "VENDOR" as to the mearing of the RPP/BID Contract Documents. Any inquiry or request for interpretation received by the Grant/Finance Administrator before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be malled or sent by a viable electronic means to all attending prospective Submitters prior to the established RPP/BID opening date. Each "VENDOR" shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been receipt of same. All addenda are a part of the RPP/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/Bidder will be such as a such addenda or verify that he has received all addenda issued before RPP/BID's are opened. In the case of unit price items, the quantities of work to be done and are to be unsafted under this RPP/BID Contract are to be considered as approximate only and

proposed work.

PROPOSER RESPONSIBILITY: Invitation by the "CITY" to "VENDOR"s is based on the recipient's specific request or as the result of response by the public to the legal advectisements required by State law. "VENDOR's or individuals submit their responses on a voluntary basis, and therefore are

State faw. "VENDOK's or incirclass submit their responses on a vocumary passa, and underline are not entitled to compensation of any kind. CITYSKIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFP/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the "VENDOR's will become the property of the "CITY." Reference to literature submitted with a previous RFP/BID will not relieve the Bidder from including any required documents.

with this RFP/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the "VENDOR" will in no way releve him of the obligations and responsibilities assumed under the Contract.

"VENDOR" RESPONSIBILITY: "VENDOR"s are fully and completely responsible for the labeling, identification and delivery of their submittals. The Grant/Finance Administrator will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, courters, or

to US Postal Service.

DRUG FREE WORNPLACE: All Proposers/Bidders shall submit the onclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate." The Drug Free Workplace "VENDOR" shall have the burden of demonstrating that his program compiles with Section 287.087 of the Florids Statutes, and any other applicable state law. THE "CITY" OF BUSHNELL, is a political subdivision of the State of Florida, and reserves the right to rejoct any and/or all submittals, reserves the right wave any informatities or irregularities in the examination process, and reserves the right to exard contracts in the best interest of the "CITY". Submittals not meeting stated minimum terms and proposals may be rejected by the "CITY" as non-responsive. The "CITY" reserves the right to reject any or all submittals without cause. The "CITY" reserves the right to reject any or all submittals without cause. The "CITY" reserves the right to reject the submission of any "VENDOR" in arrears or in default upon any debt or contract to the "CITY" on who has failed to perform faithfully any previous contract with the "CITY"s or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFP/BID become public records subject to the provisions of Chapter 119, Florida Statutes. VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the "CITY"s. PREPARATION OF PROPOSALIS/BIDS.
Signature of the Bidder: The Bidder must sign the RFP/BID FORMS in the space provided for the signature of the Bidder. The Bidder must sign the RFP/BID FORMS in the space provided for the signature of the proposalished is an individual, the words "doing business as," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the "VERDOR" should be written beneath such signature. If the ProposarBidder is a corporation, the title of the officer signing the RFP/BID on behalf of the corporation must be state in the RFP/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The proposed for each item shall be on a lumpsum or unit price basis according to specifications on the RFP/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

according to specifications on the RFPRID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed PricerTotal Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the tump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the inclindual items and shall be stated in figures in the appropriate place on the RFP/BID FORM. In the event that there is a discrepancy on the RFP/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFP/BID FORM in the superposed on the first lower left side, with the RFP identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/BID of the successful proposer/Bidder will become contractual obsigations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such "VENDOR" may be removed from future participation.

AWARD OF BID: It is the "CITY"s intent to select a "VENDOR" within sixty (60) calendar days of the deadline for receipt of Proposats/Bids. Newever, Proposats/Bids must be valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFP/BID.

ADDITIONAL REQUIREEMENTS: The "VENDOR" shall furnish such edditional information as the CITY" may reasonably require. This includes information which indicates financial resources as well

ADDITIONAL REQUIREMENTS: The "VENDOR"s shall furnish such additional information as the
"CITY" may reasonably require. This includes information which indicates financial resources as well
as ability to provide the services. The "CITY" reserves the right to make investigations of the
proposals of the "VENDOR" as it doems appropriate.
PREPARATION COSTS: The "CITY" shall not be obligated or be liable for any costs incurred by
Proposars/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this
RFP/BID shall be borne by the Proposar/Bidder.
TIMELINESS: All work will commence upon authorization from the "CITY"s representative. All work
will proceed in a timely manner without delays. The Contractor shall commence the work UPON
RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER
PRESENTED), and shall delives in accordance in the terms and coordinate and correct. PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed

upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless

otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):
The "VENDOR" by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. "VENDOR" has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the "VENDOR" seproval — without the "VENDOR"s approval, the seeking Agency cannot Piggy-Back.

Beck.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Grant/Finance

Administrator. These packages are available for pickup or by mail. If requested to mail, the

Proposar/Bidder must supply a counter account number (UPS, FodEx, etc.). Proposers/Bidders are

required to use the official RPF/BID FORMS, and all statchments itemized herein, are to be

submitted as a single document. Any variation from the minimum specifications must be clearly

stated on the RFP/BID FORM and/or Exceptions/Deviations Shoet(s). Only one set of plans, forms,
and specifications will be furnished each company or corporation interested in submitting a

Proposa/Bid. RFP/BID FORM documents for this project are free of charge and are available online

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, tree MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/BID specification for any item(s). If RFP/s/BID's are based on equivalent products, indicate on RFP/BID FORM the manufacturer's product name and iterature, and/or complete specifications. Reference to iterature submitted with a provious RFP/BID bull not estigitly this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP/s/BID's which do not comply with these requirements are subject to rejection. RFP/s/BID's lacking any written indication of intent to quote an attentate brand will be received and considered incomplete compliance with the specifications as listed on the RFP/BID FORM. The Grant/Finence Administrator is to be notified, in writtin, of any proposed chances in materials used, manufacturing process. or construction.

specifications as listed on the RFPRID FORM. The Grant/Finance Administrator is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the "CITY" unless evidenced by a Change Notice issued and signed by the Grant/Finance Administrator, or designated representative. QUANTITIES: The quantities as specified in this RFPRID for estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished froe of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bildder's expense. Each sample shall be labeled with the Proposer's/Bildder's name, manufacture brand name and number, RFPRID number and item reference. Samples of successful Proposer's/Bildder's items may remain on file for the term of the contract. Request for return of samples shall be ecompanied by instructions which include shipping authorization and must be proceived at time of opening. Samples not returned may be disposed of by the "CITY" within a reasonable time as deemed appropriate.

DOCUMENT RE-GREATION: "VENDOR" may choose to re-create any document(s) required for this colloid on, but must do so at his own risk. All required information in the original "CITY" format must be included in any re-created document.

ACKNOWLEDGED:

Inter 09/13/2023

This document must be completed and returned with your submission.

HOLD HARMLESS AGREEMENT

The Contractor agrees to hold the "CITY" of Bushnell harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting therefrom, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Contractor.

The Contractor shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Contractor shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the "CITY" representative requesting the service.

By signature upon this form the Contractor stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Integrated Solutions Consulting, Corp.	Daniel Whater	
Contractor/"VENDOR"- Printed Name	Signature	
Disaster Recovery Consultant Services- FEN	MA 09/13/2023	
Project Name	Date	

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your submission.

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

Integrated Solutions Consulting, Corp.

(Print or type name of "VENDOR")

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the workplace, the "VENDOR"'s policy of
 maintaining a drug free working environment, and available drug counseling, rehabilitation, and
 employee assistance programs, and the penalties that may be imposed upon employees for drug
 use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFP or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services
 that are under RFP or bid, the employee will abide by the terms of the statement and will notify
 the employer of any conviction of, pleas of guilty or nolo contendere to any violation of Chapter
 1893, or of any controlled substance law of the State of Florida or the United States, for a
 violation occurring in the workplace, no later than five (5) days after such conviction, and requires
 employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above-named business,
 "VENDOR" or corporation complies fully with the requirements set forth herein."

	D. Intern
	Authorized Signature
	09/12/2023
	Date Signed
State of: 11/1000	
County of: Madi You	
Sworn to and subscribed before me this	12 day of September, 2023
Personally Known or Produced	Identification(Specify Type of Identification)
Signature of Notary	KRISTINA M BRUNE
My Commission Expires 10 25/25	Official Seal Notary Public - State of Illinois My Commission Expires Oct 25, 2025
(seal) This document must be	e completed and returned with your submission.

SWORN STATEMENT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

 This sworn statement is submitted to the "CITY" of Bushnell By Daniel Martin, PhD, CEM, Principal

(print individual's name and title)

for Integrated Solutions Consulting, Corp.

(print name of entity submitting sworn statement)

whose business address is 220 S. Buchanan Street, Edwardsville, IL 62025 and (if applicable) its Federal Employer Identification Number (FEIN) is 205265704

- 2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- 3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- 4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

a.	true in relation to the entity submitting this sworn statement (indicate which statement applies).			
	Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.			
	The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.			
	The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted "VENDOR" list. (attach a copy of the final order)			
ENTITY ID ENTIF FORM IS VALID UNDERSTAND T CONTRACT IN E	THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC FIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO HAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A XCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.			
	D. I Whater			
	Authorized Signature			
	09/12/2023			
	Date Signed			
State of: 1110	.015			
County of: M	dison			
Sworn to and su	obscribed before me this 12 day of September, 2023			
Personally Know	or Produced Identification(Specify Type of Identification)			
F	VDICTION OF THE PROPERTY OF TH			
Signature of No				
My Commission	Expires LO 25 21 Notary Public - State of Illinois My Commission Expires Oct 25, 2025			
(seal)				
This document must be completed and returned with your submission.				

CONFLICT OF INTEREST DISCLOSURE FORM

I HERE	EBY CERTIFY that
1.	I (printed name) Daniel Martin, PhD, CEM the (title) Principal and the duly authorized representative of the "VENDOR" of ("VENDOR" Name) Integrated Solutions Consulting, Corp. whose address is 220 S. Buchanan Street, Edwardsville, IL 62025 and that I possess the legal authority to make this affidavit on behalf of myself and the "VENDOR for which I am acting; and,"
2.	Except as listed below, no employee, officer, or agent of the "VENDOR" have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
3.	This bid proposal is made without prior understanding, agreement, or connection with any corporation, "VENDOR," or person submitting a bid proposal for the same services and is in all respects fair and without collusion or fraud.
EXCE	PTIONS (List)
	Authorized Signature
	09/12/2023
	Date Signed
County	of: Madison
Sworn t	to and subscribed before me this 12 day of Scptcmber, 20-3
Person:	ally Known or Produced Identification (Specify Type of Identification)
Signatu	ire of Notary
My Con	nmission Expires 10 25 25 KRISTINA M BRUNE Official Seal Notary Public - State of Illinois
(seal)	My Commission Expires Oct 25, 2025
	This document must be completed and returned with your submission.

Client#: 1246324

INTEGSOL5

ACORD.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/12/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

une definitions does not come any rights to the definitions holder in flet of such endorsement(s).		
PRODUCER	CONTACT David Chandler	
USI Insurance Services, LLC 2021 Spring Drive, Suite 100 Oak Brook, IL 60523 312 442-7200	PHONE (A/C, No, Ext): 312 442-7200 (A/C, No):	
	E-MAIL ADDRESS: david.chandler@usi.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Hartford Casualty Insurance Company	29424
Integrated Solutions Consulting Corp P.O. Box 304 Prospect Heights, IL 60070	INSURER B : Pacific Insurance Company Ltd	10046
	INSURER C: Indian Harbor Insurance Company	36940
	INSURER D :	
	INSURER E :	
	INSURER F:	

INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS,

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
THIS IS TO CERTIFY	THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BE	EN ISSUED TO THE INSURED NAMED ABOVE FOR THE POL

EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. ADDL SUBR POLICY EFF POLICY EXP (MM/DD/YYYY) (MM/DD/YYYY) NSR LTR TYPE OF INSURANCE POLICY NUMBER **COMMERCIAL GENERAL LIABILITY** 83SBAAA5980 01/15/2023 01/15/2024 EACH OCCURRENCE Α \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) CLAIMS-MADE X OCCUR \$300,000 s10,000 MED EXP (Any one person) \$1,000,000 PERSONAL & ADV INJURY GEN'L AGGREGATE LIMIT APPLIES PER: s2,000,000 GENERAL AGGREGATE \$2,000,000 POLICY PRODUCTS - COMP/OP AGG OTHER: 01/15/2023 01/15/2024 COMBINED SINGLE LIMIT AUTOMOBILE LIABILITY 83SBAAA5980 A BODILY INJURY (Per person) ANY AUTO SCHEDULED AUTOS NON-OWNED AUTOS ONLY OWNED AUTOS ONLY **BODILY INJURY (Per accident)** \$ PROPERTY DAMAGE (Per accident) HIRED AUTOS ONLY A **UMBRELLA LIAB** 83SBAAA5980 01/15/2023 01/15/2024 EACH OCCURRENCE s5.000.000 OCCUR FYCESS LIAB AGGREGATE \$5,000,000 CLAIMS-MADE DED X RETENTION\$10000 01/15/2023 01/15/2024 X PER STATUTE WORKERS COMPENSATION В 83WECID6730 AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? \$1,000,000 E.L. EACH ACCIDENT Ν N/A E.L. DISEASE - EA EMPLOYEE \$1,000.000 (Mandatory in NH) yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - POLICY LIMIT | \$1,000,000 C MPP903309707 01/15/2023 01/15/2024 \$2.000.000 per clm/aggr **Errors & Omi** DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Certificate of Insurance

Certificate of Insurance

Z

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Company ID Number: 1824463

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and the Integrated Solutions Consulting Corporation (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

- 1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
- 2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
- 3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employee is separated from the company or no longer needs access to E-Verify.

- 4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
- 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
- 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.

Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.

- 7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
- 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the antidiscrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in

- violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.
- b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.
- 9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.
- 10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.
- 11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.
- 12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.
- 13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(I)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status (including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until

and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

- 14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).
- 15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.
- 16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at <u>E-Verify@dhs.gov</u>. Please use "Privacy Incident Password" in the subject line of your email when sending a breach report to E-Verify.
- 17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.
- 18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.
- 19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other

materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

- 21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see M-795 (Web)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.
- 22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

- 1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.
- 2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.
 - a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.
 - b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to

the contract, whichever is later.

- c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.
- d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.
- e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:
 - i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6.
 - ii. The employee's work authorization has not expired, and
 - iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).
- f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:
 - i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
 - ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
 - iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

- g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.
- 3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or

other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

- 1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.
- 2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).
- 3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.
- 4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

- 1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:
 - a. Automated verification checks on alien employees by electronic means, and
 - b. Photo verification checks (when available) on employees.
- 2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
- 3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
- 4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
- 5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination

notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.

- 6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
- 7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
- 8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
- 9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

- 1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
- 2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
- 3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
- 4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines

that more than 10 days is necessary.

- 5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
- 6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

- 1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
- 2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
- 3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
- 4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.
- 5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.
- 6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:
 - a. Scanning and uploading the document, or
 - b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).
- 7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.
- 8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
- 9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

- 1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.
- 2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

B. TERMINATION

- 1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
- 2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
- 3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
- 4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each

other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.

- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).
- F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.
- G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

Approved by:

E-Verify Employer		
Name (Please Type or Print)	Title	
Susan Martin	Director of Finance	
Susan Martin	August 30, 2023	
Signature	Date	

Department of Homeland Security	- Verification Division	
Name (Please Type or Print)	Title	
Signature	Date	

Information Required for E-Verify			
	Information relating to your Company:		
Company Name:			
Company Facility Address:	220 S. Buchanan Street; Edwardsville, IL 62025		
Company Alternate Address:	Mailing: PO Box 304; Prospect Heights, IL 60070		
County or Parish:	Madison		
Employer Identification Number:	20-5265704		
North American Industry			
Classification Systems	,		
Code:	541		
Parent Company:			
Number of Employees:	20-99		
Number of Sites Verified for:	10		

Are you verifying for m If yes, please provide t		? No es verified for in each State:
State	Number of sites	Site(s)
Information relating to or operational problem		ninistrator(s) for your Company on policy questions
Name:	Susan Martir	ו
Telephone Number:	847.737.539	95
Fax Number:	847.737.5395	5
E-mail Address:	accounting@i-s-consulting.com	
Name:		
Telephone Number:		
Fax Number:		
E-mail Address:		

IMMIGRATION AFFIDAVIT CERTIFICATION

This Affidavit is required and should be signed, notarized by an authorized principal of the firm, and submitted with formal Invitations to Bid (ITB's) and Request for Proposals (RFP) submittals. Further, Consultants/Bidders are required to enroll in the E-Verify program, and provide acceptable evidence of their enrollment, at the time of the submission of the Consultant/Bidder's proposal. Acceptable evidence consists of a copy of the properly completed E-Verify Company Profile page or a copy of the fully executed E-Verify Memorandum of Understanding for the company. Failure to include this Affidavit and acceptable evidence of enrollment in the E-Verify program may deem the Consultant/Bidder's proposal as nonresponsive.

The City of Bushnell will not intentionally award City contracts to any Consultant who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA"). The City of Bushnell may consider the employment by any Consultant of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A(e) of the INA shall be grounds for unilateral termination of the contract by the City of Bushnell.

Consultant attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent Amendment(s)) and agrees to comply with the provisions of the Memorandum of Understanding with E-Verify and to provide proof of enrollment in The Employment Eligibility Verification System (E-Verify), operated by the Department of Homeland Security in partnership with the Social Security Administration at the time of submission of the Consultant/Bidder's proposal.

Company Name: Integrated Solutions Consulting	, Corp.		
Print Name: Daniel Martin, PhD, CEM	Title: Principal		
Signature	Date: 09/13/2023		
State of: \\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\			
County of: Madistan			
Sworn to and subscribed before me this 12 day of September, 2023			
Personally Known or Produced Identification	Specify Type of Identification)		
Signature of Notary	KRISTINA M BRUNE		
My Commission Expires 10)25/25	Official Seal Notary Public - State of Illinois My Commission Expires Oct 25, 2025		
(seal)			

The signee of this affidavit guarantees, as evidenced by the affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

This document must be completed and returned with your submission.



Appendix I. Resumes

Please see the following pages for our key personnel resumes.

DANIEL MARTIN, PHD, CEM

Principal



PROFILE

Daniel Martin is the world's first to hold a PhD in Emergency Management and recognized internationally for bridging the disciplines of emergency management and environmental sciences (climate change). He is a seasoned emergency manager whose experience covers all fundamental areas of the discipline to include response, recovery, mitigation, and preparedness to include planning, training, and exercises.

Dr. Martin is a seasoned program manager and consultant, managing over 300 consulting engagements and managing several large Federal Emergency Management Agency (FEMA) and other U.S. federal emergency management contracts totaling over \$2.5 billion. His project experience ranges from development of hazard mitigation plans for some of our Nation's largest communities to conducting tabletop and functional exercise on a wide variety of hazard topics and special events such as the Super Bowl. He has developed community disaster recovery plans, community preparedness surveys, hurricane preparedness commercial video to the creation of a community vulnerability and hazard risk analysis tool with over 4,500 scientifically based measurements. His experience in emergency management is extensive and maintains a high standard of performance for every client he serves.

In addition to his planning and preparedness experience, over the course of his career, Dr. Martin has responded to over 50 U.S. Nationally declared disasters and has been instrumental in many of FEMA's programmatic initiatives to improve the United States emergency management system since 9/11. His disaster experience includes all the major United States disasters to include 9/11, Hurricanes Katrina (New Orleans), Sandy (New York City), Harvey (Houston), and Maria (Puerto Rico) where he served in various leadership roles during disaster recovery operations. He has prepared, provided oversight, and/or managed the development, reconciliation, final closeout, and appeals of over \$5 billion in disaster recovery and mitigation grants under the FEMA Public Assistance, FEMA Hazard Mitigation Grant, and HUD CDBG-DR programs. In 2018, Dr. Martin served as the lead Subject Matter Expert to investigate the Puerto Rico Recovery Operation following Hurricane Maria, help resolve operational and programmatic issues. Dr. Martin's efforts resulted in putting Puerto Rico on the correct path for disaster recovery.

Dr. Martin's contributions to the emergency management industry has been recognized by two former Presidents of the United States and has received commendation from FEMA Headquarters, senior client officials, and emergency management scholars for his extensive knowledge of the field of emergency management as well as the federal programs, regulations, policies, and disaster operational practices.

EXPERTISE & CERTIFICATIONS

- Comprehensive Emergency Management Planning
- Disaster Ops & Assistance Programs
- Community Disaster Recovery
- Hazard Vulnerability, Risk & Resiliency
- Critical Infrastructure Engineer
- Emergency Management Research Methods
- Certified Emergency Manager
- · Certified Homeland Security Professional
- Certified Emergency Manager
- Institution Review Board Certified
- American Society of Civil Engineers; Rebuilding the New Orleans Region: Infrastructure Systems and Technology Innovation Forum; Guest Lecturer

YEARS OF EXPERIENCE

• 30+ years of experience

EDUCATION

- MA & PhD, Emergency Management
- BS, Environmental Engineering
- Graduate Studies, Public Health & Sociology
- Critical Infrastructure Engineering (Minor)
- Completed and developed course curriculum for EMI as well as graduate and doctorate level courses on various topics

RECOGNITION

- President Barack Obama Letter of Recognition
- President George Bush Letter of Appreciation
- · 2003 President's Award

RELEVANT PROJECT EXPERIENCE

• DHS – FEMA; National Response & Recovery Directorate Planning & Coordination Program; Program Director; ISC; 2010 – Present.

DANIEL MARTIN, PHD, CEM

Principal



- DHS FEMA; National Catastrophic Planning Technical Assistance Program; Managing Principal; ISC; 2015 Present.
- DHS FEMA; Nationwide Infrastructure Response & Recovery Public Assistance TAC Support; Managing Principal; ISC; 1998 Present.
- Department of Interior: Bureau of Indian Affairs Emergency Management Services; Managing Principal; ISC; 2014
 Present.
- Miami-Dade Emergency Management & Homeland Security Consulting Services; Managing Principal; ISC; 2009 Present.
- San Diego As-Needed Emergency Planning Services; Managing Principal; ISC; 2015 Present.
- Houston-Galveston Area Council All Hazards Preparedness, Planning Consulting, and Recovery Services;
 Managing Principal; ISC; 2012 Present.

LAUREN MARTIN

Principal-in-Charge



PROFILE

Lauren Martin serves as the Director of Controls for ISC. In her tenure with ISC, Lauren has responded to over 20 U.S. Nationally declared disasters and has helped to manage over \$20 billion in recovery dollars. Her disaster experience includes but is not limited to the 2008 Midwest Floods, Hurricanes Sandy, Harvey, Irma, Maria, and Laura, the 2011, 2013, 2017 Midwest Tornadoes and COVID-19 pandemic. Lauren served in various roles during the response and recovery operations and was integral in the development of key performance metrics as well as project management tools used to help gauge the progress of recovery operations. She possesses intimate programmatic knowledge in the administration of FEMA's Public Assistance and Hazard Mitigation programs, which has enabled her in past disaster operations to successfully represent FEMA leadership and negotiate with key officials on controversial issues. Throughout her educational and professional career, Lauren has developed an exceptional leadership style that promotes and cultivates an environment of teamwork, respect, and continued learning. She provides clear direction and guidance to effectively structure and organize work activities to maximize productivity, fulfill incident objectives and meet the production expectations of the staff.

Ms. Martin is a seasoned professional in investigating and analyzing conditions, identifying areas of issue, and implementing corrective action as necessary. Her desire to streamline processes and improve efficiencies has led to the development of a variety of databases and tools, most notably ISC's Odysseus Grant Management and Site Inspection Tools. She has also spearheaded the development of Computer Based Training to assist clients in reducing time and money affiliated with in-person training while increasing learner retention through engaging and interactive training modules.

EXPERTISE & CERTIFICATIONS

- Disaster Operations
- FEMA Public Assistance, Policy & Guidelines
- Community Disaster Recovery
- Community Vulnerability
- Hazard Mitigation
- Emergency Response Program Management
- · QA/QC
- Project Management
- Long-Term Recovery
- Project and Financial Audits
- Project Closeout
- · Computer-Based Training
- Comprehensive Training
- Technical Writing
- American Rescue Plan Act
- · CARES Act
- FEMA Region VII Token of Appreciation
- FEMA Region II 2017 Contractor Recognition
- FEMA Region II Most Valuable Team Member

YEARS OF EXPERIENCE

- 18+ years professional experience
- 14+ years industry experience

EDUCATION

- M.P.A., Public Administration
- · B.S., Biology, Chemistry, Physics
- Public Health, Graduate Studies
- Business Administration, Graduate Studies

SECURITY

• Public Trust 2028

RELEVANT PROJECT EXPERIENCE

- DHS Federal Emergency Management Agency (FEMA); FEMA PA Technical Assistance Contract (TAC); Project Manager; ISC, 2010 Present
- DHS FEMA; National Catastrophic Planning Technical Assistance Program; Project Manager; ISC, 2015 Present
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4402-WI; Project Manager; ISC, 2021
- DHS -FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4424-OH; Project Manager; ISC, 2019 2021
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4459-WI; Project Manager; ISC, 2020 2021
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; Various Louisiana Disasters; Project Manager; ISC, 2020 – 2021
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4447-OH; Project Manager; ISC, 2019
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4442-MN; Project Manager; ISC, 2019
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4332-TX; Project Manager; ISC, 2017 Present
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; Central CRC; Project Manager; ISC,2019 Present
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; DR-4559-4570-LA; Project Manager; ISC, 2021 Present
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; Region II, Hurricane Maria; Project Manager; ISC, 2017 – 2020

LAUREN MARTIN

Principal-in-Charge



- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; Region II, Hurricane Sandy; Senior Program Analyst; ISC, 2015 – 2018
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; Region VII; Program Analyst; ISC, Dec 2013 Aug 2014
- DHS FEMA; Nationwide Infrastructure Response & Recovery PA TAC Support; Oklahoma City Tornadoes; Technical Specialist; ISC, June 2013 – December 2013
- DHS FEMA; FEMA HQ; Nationwide Infrastructure Response & Recovery PA TAC Support; FEMA PA Applicant Pocket Guide & Sandy Recovery Improvement Act CBT; Development, Technical Specialist; ISC, November 2012 June 2013
- DHS FEMA; FEMA: DR-1763-IA Midwest Floods; Nationwide Infrastructure Response & Recovery PA TAC Support; Various Positions; ISC, October 2008 – August 2012
- North Providence Rhode Island; ARPA Strategic Plan; Subject Matter Expert; ISC, 2022 Present
- Town of Westerly / Westerly Public Schools RI; ARPA Management Services; Subject Matter Expert; ISC, 2022 Present
- Martin County FL; Recovery Services; Project Manager; ISC, 2021 Present
- USVI Water and Power Authority; Disaster Damage Assessment Services; Project Manager; ISC, 2021 Present
- USVI Office of Disaster Recovery/V. I. Public Finance Authority; Portfolio Management System; Principal in Charge; ISC, 2020 Present
- Town of Westerly / Westerly Public Schools RI; Disaster Recovery Services; Project Manager; ISC, 2020 Present
- Nebraska Emergency Management Agency; FEMA Public Assistance Closeout TO 1 & 2; Project Manager, ISC, May 2021 Present
- City of Sarasota; Debris Management and Disaster Recovery Services; Project Manager; ISC, 2019 Present
- Cook County Department of Public Health; COVID19 Support Services; Controller; ISC, 2020 Present
- Chicago Department of Public Health; COVID 19 Support Services; Controller; ISC, 2020 Present
- Illinois Butler School District 53; COVID-19 Monitoring & Compliance Services; Principal in Charge; ISC, 2020 Present
- Lake Charles Harbor; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- West Calcasieu Airport; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- West Calcasieu Port; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- Sowela Technical Community College; Recovery Support Services; Principal in Charge, ISC, 2020 2021
- Lake Charles Regional Airport; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- Calcasieu Parish School Board; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- City of Lake Charles; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- Louisiana Community & Technical College Systems; Recovery Support Services; Principal in Charge, ISC, 2020 Present
- Midland City, MI; Recovery Support Services; Project Manager; ISC, 2020 2021
- Midland County, MI; Recovery Support Services; Project Manager; ISC, 2020 2021
- Northwood University; Recovery Support Services; Project Manager; ISC, 2020 2021
- Midland Center for Arts; Recovery Support Services; Project Manager; ISC, 2020 2021
- Bay County School Board; FEMA PA Recovery Services Emergency Contract; Principal in Charge; ISC, September December 2021
- Fairfield Fire Department, CA; Emergency Operations Plan; Project Manager, ISC, 2021
- Corpus Christi TX; COVID19 Recovery Services; Principal in Charge; ISC, 2020 2021
- California State University Fullerton, COVID-19 Support Services; Project Manager; ISC, 2020 2021
- Acelero Learning; Emergency Response Plan; Principal in Charge, ISC, 2020 2021
- City of Dublin & City of Pleasanton; Disaster Debris Management Plan; Project Manager; ISC, 2020 2021
- Cook County Emergency Management and Regional Security; COVID-19 Support; Recovery Specialist; ISC, May 2020 December 2020
- Sacramento County, Office of Emergency Services (OES); Recovery Plan; Subject Matter Expert / Facilitator; ISC, 2019 2022
- Chicago OEMC; Whole Community Training Summit; Principal Manager; ISC, 2018
- Miami-Dade OEM; Web-EOC Computer-Based Training; Project Manager/Lead Developer; ISC, 2018
- Royal Oak, Michigan; Hazard Mitigation Plan Update; Planner; ISC, 2017 2018
- Seminole Tribe of Florida; Hazard Mitigation Plan Update; Planner; ISC, 2015 2016
- Waukesha County WI; Hazard Mitigation Plan Update; Planner; ISC, 2015 2016
- Mid-America Regional Council; ESF 14 and ESF 8 Computer-Based Training Development; CBT Specialist; ISC, 2014
- Miami-Dade OEM; University Interactive Disaster Simulation Exercise; CBT Specialist; ISC, 2013
- DuPage Cunty Health Department; Hazard Risk Assessment; Planner; ISC, 2012

GLEN LAFOND

Senior Project Manager



PROFILE

Glen LaFond has more than 25 years combined of Emergency, Construction, Project, and Financial Management experience in both the public and private sector. For the past 15 years, Glen has worked on 16 disasters, including flood, wind, and earthquake hazards. Due to his commitment to the emergency management discipline, Glen achieved FEMA's highly coveted Advanced Professional Series Certificate in Emergency Management and completed the National Fire Academy's Type 3 All Hazard IMT Technical Assistance Program. Mr. LaFond has the knowledge, skills, and abilities to manage a disaster at any level. including Federal, State, County, local jurisdiction, and private sectors. His experience in responding to and working multiple disasters, coupled with his background in the construction industry, give him a unique insight into the Emergency Management field that has proven invaluable to his applicants and clients. Glen is a FEMA policy and procedural expert with strong technical writing skills that he uses to write project worksheets as well as appeals to ensure maximum grant awards for his applicants.

Most recently, Glen has been serving as the Program Director for 3 clients in Southwest Louisiana. He is currently overseeing more than \$160 million in FEMA grants to help his applicants recover from the devastating affects of Hurricane Laura and its 150 mph winds. As a Section 428 PAAP Alternative project policy specialist, Glen has directed over \$80 million into this complicated FEMA grants program. This has allowed his clients to maximize their grant funding while also allowing them the greatest flexibility with their funding as they repair and rebuild their facilities. The experience and professional knowledge of Glen and his team has allowed his clients to far outpace the other applicants in this disaster in terms of the amount of obligated and hazard mitigation funds received.

Before his currently deployment, Glen served as a FEMA Emergency Management consultant in New York State on Hurricane Sandy DR-4085 where he wrote more than \$700 million in Public Assistance Project Worksheets across all categories of work for restoration and mitigation efforts, including grants written under the newly created Public Assistance Alternative Procedures Program (PAAP). He has used his construction management and estimating background to assist applicants in developing scopes of work and wrote his own restoration CEF estimates and mitigation Cost Benefit Analyses for critical infrastructure that included wastewater treatment plants, State, and prominent local government entities as well as school districts and housing authorities. Mr. LaFond also has been deployed as an Insurance Specialist where he prevented over \$120 million in duplication of disaster benefits and resolved outstanding insurance issues in appeal or OIG audit during the FEMA grant closeout process.

EXPERTISE & CERTIFICATIONS

- FEMA Public Assistance
- FEMA Individual Assistance
- · FEMA PA Policy, Guidelines and Regulations
- Project Management
- Construction Management
- 404 / 406 Hazard Mitigation
- · Cost Estimating (CEF) and RS Means
- Section 428 PAAP
- Insurance
- Alternate & Improved Projects
- Program Delivery Manager (PDMG)
- Site Inspection
- Public Assistance Coordinator (PAC)
- Writing Project Worksheets

YEARS OF EXPERIENCE

• 25+ years of experience

EDUCATION

- BA, Business Administration
- Advanced Professional Series in Emergency Management from FEMA
- State of Florida's GOLD State Management Team (SMT)
- National Fire Academy's All Hazards Incident Management Team (AHIMT)
- Grants Manager / Grants Portal

GLEN LAFOND

Senior Project Manager

EMERGENCY MANAGEMENT CONSULTANT, INTEGRATED SOLUTIONS CONSULTING, APRIL 2013 – PRESENT

- Project Manager for ISC on Hurricane Laura, and damages to the Harbors and Airports. Primary PM and POC between clients and project reps.
- Technical Assistance Consultant (TAC) to FEMA for Hurricane Maria DR-4339; served as PDMG and Grants Manager reporting specialist.
- Technical Assistance Consultant to FEMA for Hurricane Sandy DR-4085; served as Project Specialist.
- Wrote over \$500 million in Public Assistance Project Worksheets (PW's) across all categories of work including writing Section 428 PAAP Projects
- Wrote projects for Airports, tunnels, bridges, school districts, housing authorities and wastewater treatment plants.

EM CONSULTANT / PROJECT MANAGER LAFOND CONSULTING, LLC, 2013 - PRESENT

- Emergency Management Consultant to Florida League of Cities (FLC) / Florida Municipal Insurance Trust (FMIT)
- Worked with League members, FEMA and the State of Florida to reconcile claims and reduce municipal deobligation exposure by over \$120 Million.
- As a Project Manager for FMIT, worked expeditiously to repair flooded NASA building with over \$5M in damages while staying within budget & timeline.
- Puerto Rico: DR-4339 Hurricane Maria, Public Assistance Emergency Grant Program, Disaster Recovery Specialist
 October 2017 May 2018

PA COORDINATOR (PAC), FLORIDA DIVISION OF EMERGENCY MANAGEMENT (FDEM), 2008 - 2011

- Provided assistance, support, and consultation to local governments throughout Florida for FEMA's Public Assistance Program
- Responded to multiple disasters conducting preliminary damage assessments (PDA's), Applicant Briefings and writing Project Worksheets (PW's)
- Responsible for writing over 150 closeout versions for large projects from the 2004-2005 Florida hurricanes
- operations, work product and deliverable for accuracy and completeness.
- Evaluate individual performance of field staff, conduct progress assessments, variance analyses and corrective action plans.
- Develop monthly progress and performance reports on field operations and personnel for FEMA.

MAINTENANCE AND CONSTRUCTION MANAGER, CLARK PROPERTIES, 2005 - 2008

- Managed a construction and maintenance crew of 20-25 team members.
- Project Manager for dozens of commercial construction projects and build outs.
- Maintain 12 self-storage facilities, numerous commercial properties, and mall.

ERIC J. ZABUKOVEC

Assistant Project Manager



PROFILE

Mr. Eric Zabukovec is highly skilled in supervisory and managerial techniques with an emphasis on Emergency Management and Recovery. He has a vast experience in Public Assistance (PA), PA grants, PA policies and guidelines and interpretation and analyzation of grants and the PA Process. He is experienced in project worksheet development, appeals, time extension and final inspections, having worked in PA and disaster recovery almost 10 years.

He excels in the ability to design systems logic and process information logically; to prepare technical program specifications for complex applications; to analyze and interpret data within an application system; to communicate business information effectively and in writing to users to determine work priorities, assign work and ensure accurate complete of work assignments; to establish and maintain effective working relationships with others. He has exceptional organizational, communication, analytic, and problems solving skills with the capacity to work effectively with people at all levels of an organization. With proven leadership skills; able to make sound decisions and accept increasing levels of responsibility, a reputation for displaying professionalism and high levels of integrity, high level of experience generating reports from databases; and compiling and analyzing data for making management recommendations.

Along with Mr. Zabukovec's 13 years in PA and grant management, he also has over 8 years' experience managing IT for various companies, including the State of Florida's Division of Emergency Management.

EXPERTISE & CERTIFICATIONS

- FEMA Public Assistance
- FEMA PA Policy, Guidelines and Regulations; PAAPG, PAAP, 44CFR, Stafford Act
- Grants Manager / Grants Portal
- Grant Management
- Policy Interpretation and Issues
- Project Management
- Public Assistance Categories A-G
- Project Worksheet Development
- Closeouts
- Appeals
- Time Extensions
- Final Inspections
- Financial Analysis
- Report Development, Analyzation and Maintenance
- Information Technology (IT) Management
- Technical Program Specs for Complex Applications
- NIMS, ICS Compliance
- JD Edwards Accounting/PeopleSoft, AS400 Platform, Linux
- EMMIE, NEMIS

EDUCATION

- B.S. Finance, University of Central Florida, 2001
- A.S. Business Administration, 1998

RELEVANT PROJECT EXPERIENCE

Hagerty Consulting, June 2021 – June 2022

- DR-4486-FL COVID-19 Pandemic, Project Executive
- EM-3560-FL Surfside Building Collapse, Deputy Project Manager
- DR-4486-FL COVID-19 Pandemic, Recovery Specialist, Miami-Dade County

CDR / Maguire, 2018 - 2021

• DR-4399-FL Hurricane Michael, Project Manager

DSI, Inc. / FDEM State Contractor, 2008 - 2012 and 2016 - 2018

- DR-4280-FL Hurricane Hermine, Senior Project Specialist / State PAC, assist Franklin County with PA project formulation
- DR-4283-FL Hurricane Matthew, Senior Project Specialist
- DR-1539, 1545, 1551, 1561, 1602 1609-FL

Integrated Solutions Consulting / AECOM, 2012 - 2017

- DR-4085-NY Hurricane Sandy, Project Specialist
- DR-4269-TX Texas Tax Day Floods, Project Specialist
- State of Florida Division of Emergency Management, LLC, Office Automation Specialist / Planner IV / Grants

BARRY COURTNEY

Senior Engineer



PROFILE

Barry Courtney has 40+ years of experience as a Project Manager, Construction Manager, Engineering Consultant, and Disaster Recovery Consultant. In the last five years, Mr. Courtney has worked with PA Disaster Recovery Project Teams including 4559DR-LA Hurricane Laura as a Technical Specialist and Remote Costing Specialist; 4547DR-MI Severe Flooding as a Site Inspector and Costing Specialist; and 4339DR-PR Hurricane Maria as a Site Inspector for the Caguas JFO. He has trained as a Costing Specialist at the Denton, TX CRC, and as a PDMG at 4332DR-TX Hurricane Harvey. His competencies include writing projects in Grants Manager and Grants Portal; compiling accurate estimates with RS Means, FEMA CEF, and Excel; and compiling comprehensive FEMA Site Inspector deliverables. Mr. Courtney also has 35+ years of experience in Oil and Gas Development Projects, with strong skills in production facilities engineering, design, contract management, offshore installation, cost estimating, quantities analyses, and construction management. Mr. Courtney is a dedicated professional capable of delivering challenging project goals, contract requirements, cost control, and schedule milestones, while retaining high quality, health, safety, and environmental standards.

EXPERTISE & CERTIFICATIONS

- PA Site Inspector, Puerto Rico, Caguas JFO, Branch III Housing Sector 10.28.19
- PA Costing Specialist, Denton, TX CRC, 60-day Training Program 1st Qtr.19
- PA PDMG, Emergency Management Institute, Emmitsburg, MD (10.6.17)
- Project Management Professional, Project Management Institute, (4.10.09)

YEARS OF EXPERIENCE

- 5+ years of experience in PA Disaster Recovery Projects
- 35+ years of experience in Oil and Gas Development Projects

EDUCATION

 BS, Civil Engineering, Tennessee Technological University, 1981

RELEVANT PROJECT EXPERIENCE

- 4559DR-LA Hurricane Laura PA, Lake Charles Harbor and Terminal District, Technical Specialist & Costing Specialist, ISC; 2021 – 2022
- 4559DR-LA Hurricane Laura PA, West Calcasieu Airport Managing Board, Technical Specialist & Costing Specialist, ISC; 2021 – 2022
- 4559DR-LA Hurricane Laura PA, West Calcasieu Port Commission, Technical Specialist & Costing Specialist, ISC; 2021 2022
- 4547DR-MI Severe Flooding PA, Northwood University, Site Inspector & Costing Specialist, ISC; 2020 2021
- 4547DR-MI Severe Flooding PA, Midland Center for the Arts, Site Inspector & Costing Specialist, ISC; 2020 2021
- 4547DR-MI Severe Flooding PA, City of Midland, Site Inspector & Costing Specialist, ISC; 2020 2021
- 4547DR-MI Severe Flooding PA, Midland County, Site Inspector & Costing Specialist, ISC; 2020 2021
- 4339DR-PR Hurricane Maria PA, JRO Branch III, Housing Sector, Site Inspector, ISC; 2019 2020
- 4332DR-TX Hurricane Harvey PA, Denton CRC, Costing Specialist, ISC; 2019 2019
- 4394DR-SC Hurricane Florence PA, Denton CRC, Costing Specialist, ISC; 2019 2019
- 4393DR-NC Hurricane Florence PA, Denton CRC, Costing Specialist, ISC; 2019 2019
- 4372DR-MA Severe Winter Storm & Flooding PA, Denton CRC, Costing Specialist, ISC; 2019 2019
- 4332DR-TX Hurricane Harvey PA, Port of Beaumont Navigation District, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, Trinity Bay Conservation District, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, Liberty County Water District, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, Warren Independent School District, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, Buna Independent School District, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, San Augustine County, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, Newton County, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, City of Port Arthur, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, City of Jasper, PDMG, ISC; 2017 2019
- 4332DR-TX Hurricane Harvey PA, City of Shepherd, PDMG, ISC; 2017 2019

VICTORIA PHELPS

Program Specialist



PROFILE

MS. Victoria Phelps has over 15 years' experience combined in FEMA and State Disaster Recovery. She has deployed to 22 various disasters and served in various Senior roles, such as Task Force Lead, Team Lead, Work Force Director, FEMA and State Public Assistance Coordinator and Liaison, FEMA PA Grant Writer, Estimator, QA/QC Grant Reviewer, PA Site Inspector, Data Information Collection and Reporting, 406 Mitigation Grant Writer, Initial Reviewer for Floodplain, Historical, Environmental Policy Laws and Regulations.

As an active US Navy veteran Victoria was selected from Enlisted Ranks to become Engineering Officer Department Head for Structural, Mechanical, and Electrical Engineering Groups

She has extensive program knowledge, including The Stafford Act, 44 CFR, 2 CFR, SRIA Legislation, PAAP Programs, PAPPG and all other program materials. She is proficient with Microsoft Project, Word, excel, PowerPoint and outlook software together with Windows Operation system. Victoria excels in verbal and writing communication. She can manage multiple projects under strict deadlines while identifying and recommending solutions.

EXPERTISE & CERTIFICATIONS

- FEMA Public Assistance
- Expertise with FEMA Disaster Management Data Systems Manager
- Post Hurricane Sandy Recovery Act Directives
- FEMA Hazard Mitigation BCA Training
- FEMA 406 Mitigation Training
- FEMA Mitigation BCA Training
- FEMA Public Assistance for New PA
- Site Inspector Grants Manager Training
- FEMA PA EMMIE Training Certificate
- FEMA PA Project Officer (PA OPS I & OPS II
- FEMA PA Debris Management Training
- FEMA PA Large Project Certification
- FEMA PA Hazard Mitigation Certification Training
- FEMA PA Quality Assurance Quality Control Reviewer
- FEMA PA EMI Training 100, 200, 700 & 800

YEARS OF EXPERIENCE

• 15+ years of experience

EDUCATION

- · BS, Duel Major US History and Management
- US Navy Senior Project Management College Graduate
- Associate degree University of Washington State General Studies

RELEVANT PROJECT EXPERIENCE

Technical Assistance Contractor for FEMA PA, 09/2005 - 11/2020

- Task Force Lead, Team Lead and Work Force Director
- FEMA and State Public Assistance Coordinator and Liaison.
- FEMA PA Grant Writer and Cost Estimator
- QA/QC Grant Reviewer & PA Policy Reviewer
- PA Site Inspector, Data Information Collection, and Reporting
- PA 406 HM Mitigation Grant Writer
- Initial Reviewer for Floodplain, Historical, Environmental Policy Laws and Regulations
- Disasters Served; DR-4022-VT, DR-4085-NY, DR-4024-VA, DR-4042-VA, DR-4045-VA, DR-1971-AL, DR-1551-FL, DR-4177-FL, DR-4485-TX, DR-4332-TX, DR-4277-LA, DR-4255-TX, DR-4269-TX, DR-4272-TX, DR-1603-LA, DR-1607-LA, DR-1709-TX, DR-1763-IA, DR-1934-MO, DR-4011-UT, DR-1817-WA, DR1825-WA, and DR-4485-COVID 19

US Navy, Civilian Contractor, 11/2003 – 09/2005

 Quality Assurance (QA/QC), Waterfront Production Supervisor Structural, Northrup Grumman Shipyard, Pascagoula, Mississippi for Supervisor of Shipbuilding. Project Manager for Recovery from Hurricane IVAN for the Officer in Charge of Construction and Recovery, Pensacola, Florida.

Department of Defense, US Navy Active-Duty Surface Warfare Officer (01E to 03E), 05/1993 – 11/2003

 Selected from Enlisted Ranks to become Engineering Officer Department Head for Structural, Mechanical, and Electrical Engineering Groups

VICTORIA PHELPS

Program Specialist



Executive Officer, Division Officer, Senior Engineering Officer, Resources Work Force Director, Logistics Officer, Operations, Officer, Main Propulsion Officer, Dry Docking Officer, Auxiliaries Officer, Electrical Officer, Fueling Officer, Training Officer, Projects Officer, Maintenance Officer, Repair Officer, Welfare, Recreation and Morale Officer, Officer of the Deck Underway, Small Boat Officer, Budget Writing, Cost Development, Review, and Implementation Evaluation Author and Reviewer.

US Navy Active-Duty Enlisted Surface Warfare (E-1 to E-8), 04/98 – 05/93

- Selected as a Chief Petty Officer in 7 years.
- Division Officer, Electrical Senior Supervisor, Electrical Shope Supervisor, Small Boat Officer, Work Force Director, Surface Warfare Swift Boat Captain Panama Canal Panama Jungle Operations and Tactical Training Panama Canal, Recruit Training Command, Drill Instructor Orlando Florida, Master Training Specialist, Welfare, Recreation, and Morale Petty Officer.
- · Investigation and resolution of FEMA PA Congressional inquiries.
- Lead of PA Closeout team, including development and implementation of closeout process and oversight of closeout personnel

DR-1539, 1545, 1551, 1609-FL, Insurance Co-Lead, Hurricanes Charles, Frances, Ivan and Wilma

- Oversight of insurance review for all Applicants; over 50K PWs over a 4-year period.
- Manage Insurance Team personnel at the JFO and AFO.
- · QA/QC of PWs scopes of damages and work.
- Conduct site inspections to resolve issues with Applicants.
- Resolve issues concerning discrepancies between anticipated and actual insurance proceeds with applicants.

Oklahoma Flooding Event, Public Assistance Coordinator (PAC)

- Serve as a PAC for Tribal Indian Applicants and state critical facilities.
- Conduct site inspections, damage assessments and cost estimates.
- · Develop project worksheets.
- Assist AECOM Field Team Lead and Task Manager with resolving personnel issues.
- Perform QA/QC and mentor project specialists on the FEMA PA program.

U.S. Adjusting, Crawford and Company, General Adjustment Bureau, 1985 – 1999

- · Catastrophic Insurance Adjuster
- · Interpret insurance coverage
- · Assess and estimate damages
- Prepare and process insurance claims for residential, commercial, and heavy commercial properties.
- Primarily respond to hurricane, tornado, fire, flood, earthquake, and hail disaster events throughout the U.S.
- Assist with branch management in Texas, Missouri, California, Colorado, and New Mexico.

LARRY SMITH

Technical Specialist



PROFILE

Mr. Smith has over 35 years working the private sector insurance industry responding to and assessing claims for catastrophic disaster events. Additionally, he has years' experience working FEMA Public Assistance disaster response in Puerto Rico as well as training in Grants Manager as a Program Delivery Manager. As an adjuster, Mr. Smith was involved in disasters such as the BP Oil Spill, Super Storm Sandy, war reparations and damage assessments during the Gulf War in Kuwait, and Northridge California Earthquake. Mr. Smith is a strong leader with excellent computer skills and able to verbally and orally communicate with his team as well as officials and all parties involved. Larry is well versed in FEMA's laws, policies, PAPPG and 44 CFR. He is able to manage multiple projects, tight deadlines and identify and recommend solutions to issues that may arise. Larry has excellent verbal, written and computer skills, including proficiency in Microsoft Office.

EXPERTISE & CERTIFICATIONS

- Grants Manager
- Program Delivery Manger (PDMG)
- PA Ops
- Multi-Line Insurance Adjusters Licenses
- TWIA
- FEMA Public Assistance
- FEMA Program Policy
- Project Formulation
- Damage Assessments
- Program Delivery Plans
- Insurance / Catastrophic Insurance Adjuster
- Cost Estimating Format (CEF)
- Insurance Claims (Commercial, Oil Spills, floods, Hurricane, Wind)
- Audits Project Closeouts
- Microsoft Access for database Insurance Administration
- Xactimate 28
- Simsol

YEARS OF EXPERIENCE

• 35+ years of experience

EDUCATION

- M.B.A, Tulsa University
- · B.S. Finance and Accounting

RELEVANT PROJECT EXPERIENCE

AECOM Recovery/ Kinnie & Associates, Insurance Specialist, PDMG, 2018 - 2020

- Provide technical assistance to Education Sector for Puerto Rico. Development of damages to the public schools K-12. Worked with Applicant and team to analyze data and complete all assigned projects in all phases.
- Performed exploratory calls, coordinated, and attended recovery scoping meetings.
- Assist in performing site inspections and validate damages, request documentation to support the damage claims.
- Experienced in formulating projects, ensuring that all damages are identified.
- Maintain files and develop Program Delivery Plans to follow up accordingly.
- Draft Damage Inventory lists, capturing all disaster related damages.
- Order Site Inspections of damaged sites not yet repaired and review DDDs.
- Process all into Grants Manager

Crawford and Company, Catastrophe General Adjustor, 2010 - 2018

• Various locations – North East Hurricane Mathew, Irene, Floods. Australia – Cyclone Yasi- Commercial losses – Canada- Floods and hailstorms, Supervisor Super Storm Sandy and Winter storms, Chevron, and Exxon Environmental losses.

Worley - Gulf Coast Claims Facility, Large Loss Claims Evaluator-BP Oil Spill, 2010 - 2010

- Evaluate and advance funds on larger commercial losses in Alabama, Louisiana, Mississippi, and Florida due to the BP Oil Spill.
- U.S. Adjusting SE, Managing Director, 2004 2010
- Direct catastrophe operations. Catastrophe work through various companies Citizens Insurance FL (Commercial Claims), Farm Bureau (Florida, Mississippi, Louisiana), Tower Hill & NFIP.

LARRY SMITH

Technical Specialist



C.P. Warren, Supervising General Adjuster, 2003 - 2004

• Hurricane Isabel and Alex; Outer banks of North Carolina. Handle large commercial wind and flood losses. Supervise adjusters and general adjusters.

Supervisor - Litigation Mold Unit -Farmers Insurance, Houston, TX, 2003

• Reviewed litigated and PA represented mold claims.

Commercial Claims Team Leader - Staff Assist. - Safeco Insurance, San Diego, CA, 2002

• Regional assistance with case overload on large commercial claims for California, Nevada, and Arizona

Managing Director - Certified Claims Services, Inc. - International Division, Christiansted, St. Croix, 1999 - 2001

• Managing and directing company operations outside of the United States. Setting up and managing of international and catastrophe offices throughout the Caribbean.

President – U.S. Adjusting Inc., Multi-Line Claims Management, Houston, TX, 1993 – 1999

• Directed both local and catastrophe operations. Catastrophe work through many companies - Various Brokers and Underwriters at Lloyds, Royal Sun Alliance, Cunningham and numerous US Insurance Companies. Supervised and assisted in settlement of hurricane claims (Marilyn, Bertha, Georges, Lenny) for the Government of the Virgin Islands, other governmental claims, large retail centers, hotels, airports, hospitals, universities, and large condo losses. The Government's policy was written through various underwriters at Lloyds with cover of \$1,000,000,000. Total claim of 990 locations with various buildings per location. Handled 360 claims in Hurricane Bertha & Floyd, for Lloyds through broker, Beam, Cooper & Gainey (North Carolina). Handling Commercial claims for The Florida Wind Pool. Specializing in flood, business interruption claims, general liability, and large commercial losses.

Adjuster - United Nations/Adjusters International. - Kuwait and United Arab Emirates 1993

• One of ten persons worldwide chosen by the UN to assist in war reparations and damage assessments done during the Gulf War in Kuwait.

General Adjuster - Crawford & Co., General Adjuster, Atlanta, GA, 1989 - 1993

• Settled commercial claims and large domestics in the Northridge California Earthquake. Setup claims process and supervised all business claims and vessel damage claims on the Alaskan Exxon Valdez Oil Spill. Assisted Exxon's legal counsel with depositions and settlement negations. Supervised claims and reconstruction of several chemical companies and oil refineries after explosions and fires. Adjusted claims throughout North America.

Independent Adjuster - Various Companies, Independent Insurance Adjuster, Austin, TX, 1983 - 1989

Adjusted catastrophe claims throughout the United States; Hurricanes, floods, tornados, hailstorms. Managed large liability claims for
major insurance carriers. Handled numerous claims for various Insurance Companies and Adjusting Companies, Including GAB, NFIP, Cat
Crew, Wardlaw, Crawford & Company, and Lindsey Morden.

DAVID BARKSDALE

Resident Inspector



PROFILE

Mr. Barksdale is an Insurance Specialist with experience working as a Program Delivery Manager for Public Assistance in Georgia and Texas. In this role, he serves as the primary point of contact for Applicants. He thrives at providing exceptional customer service and programmatic guidance throughout the grant process. As an Insurance Specialist he is exceptional at handling complex claims, and has a rich history of working in various insurance roles.

EXPERTISE & CERTIFICATIONS

- Senior Claim Law Associate (SCLA) 2000
- Worker's Compensation Law Associate (WCLA) 1999
- OSHA 10-Hour Certified
- Member of the Dallas Claims Association

YEARS OF EXPERIENCE

• 28+ years of experience

EDUCATION

- Texas Tech University -BBA in Management
- Dean's List
- Sigma Iota Epsilon -Honorary Professional Management Fraternity

RELEVANT PROJECT EXPERIENCE

Broadspire Services, Senior Claims Examiner, September 2019 - Present

• Investigate and settle advanced, large loss, complex claims promptly and equitably under minimal supervision. Works within established authority on moderate-to-difficult claims. Reviews coverages, determines liability and compensability, secures information, arranges property damage appraisals and settles claims utilizing claims best practices. Evaluates and sets reserves using independent judgment. Assists supervisor and defense attorneys in preparing cases for litigation. Conducts training and mentors new hires.

RealStreet Staffing/EUDS, Inc. (FEMA Contractor), Program Delivery Manager - Public Assistance (Georgia and Texas), November 2017 – September 2019

• Program Delivery Managers (PDMGs) serve as the primary point of contact for Applicants, providing customer service and programmatic guidance throughout the grant process. This role is integral to the program delivery model, strengthening the commitment to enhance customer service and consistent grant development. The PDMG facilitates and coordinates the accurate delivery of grant funding while coordinating the Applicant's recovery priorities, understanding their capabilities and capacity to develop projects and participate in site inspections. The PDMG provides customer service tailored to the Applicant through the entire delivery process, from the Exploratory Call (EC) to the Recovery Transition Meeting. PDMGs are critical to the customer-centric element of the PA delivery model and the early identification of eligibility or special considerations concerns that could delay grant development. As the Applicant's primary point of contact, PDMGs have a role in all phases of the delivery model.

The Republic Group/AmTrust Financial, Sr. Claim Representative, November 2015 - July 2017

• Casualty unit handling Commercial General Liability, Commercial Umbrella, Personal Lines Liability, Construction Liability, Construction Defect and Florida Hired and Non-Owned Auto Liability claims. Handle large claim count of medium to high severity claims. Daily duties include outside investigation, evaluation, and resolution of claims. Licensed in all states in the Country that require adjuster licensing.

Gallagher Bassett, Lead Resolution Manager - Complex Unit, June 2014 - November 2015

- Dedicated on-site claims team for FirstGroup America. In the Complex team, I handled catastrophic school bus or Paratransit bus accidents across the Nation. Investigate, negotiate and dispose of General Liability and Auto Liability claims. Licensed in all states in the Country that require adjuster licensing.
- Claim File Experience: Commercial General Liability Automobile Liability

Boy Scouts of America, Insurance Management Specialist – Risk Management Team, May 2012 – May 2014

• Responsible for all claims submitted under the National General Liability Insurance Program. Review all incidents reported by local councils. Determine if a claim should be submitted to TPA for investigation. Heavy communication with adjusters and attorneys. Authorizes claims settlements within authority. Prepare reports to management regarding Large Loss Claims. Attend mediations, pre-trial meetings and trials across the Nation. Selection of attorneys to defend BSA, local councils and volunteers. Responsible for establishing yearly budget and forecasting payments made from the General Liability Insurance Program. Audit TPA claim files for service instruction compliance. Development of data used to determine actuarial funding levels as well as other reports and analysis necessary to identify

DAVID BARKSDALE

Resident Inspector



trends and claims management forecasting. Frequent meetings with the Health and Safety team leader to review incidents and analyze accident trends. Write and contribute material for articles to various Scouting publications.

Liberty Mutual Group, Senior Technical Claim Specialist – National Markets Complex Unit, October 2007 – May 2012

- <u>License States</u>: Alabama, Alaska, Arkansas, Arizona, Connecticut, Delaware, Florida, Georgia, Idaho, Kentucky, Louisiana, Maine, Michigan, Minnesota, Mississippi, Montana, New Hampshire, New Mexico, New York, North Carolina, Oklahoma, Oregon, Rhode Island, South Carolina, Texas, Utah, Vermont, Washington, West Virginia and Wyoming.
- Handle large claim count of high severity claims with a majority being suit files. Handle claims under primary, excess and third-party
 administrator contracts. Daily duties include coverage evaluation, performing in-depth investigation, evaluation, and resolution of claims.
 Handle General Liability and Auto Liability claims for National Construction Companies. Extensive customer service. Mentoring of other
 adjusters.
- <u>Claim File Experience:</u> Commercial General Liability Automobile Liability; Construction General Liability; Construction Defect; Chinese Drywall; Products Liability; Complex Liability adjuster for Brinker International.

Travelers Insurance Company, Technical Specialist, August 2006 – October 2007

- License States: Texas & New Mexico
- Handle large claim count of medium to high severity claims with a majority being suit files. Daily duties include outside investigation, evaluation, and resolution of claims. Handle General Liability and Auto Liability claims for medium to large Construction Companies.
- Claim File Experience: Commercial General Liability Automobile Liability; Construction General Liability; Municipal Law Claims; Products Liability.

John K. Vaughan -Attorney at Law, Paralegal/Investigator, September 2004 – August 2006

Conduct additional investigation of case once assignment is received from Insurance Carrier. Locate and interview witnesses and clients.
 Prepare drafts of original answers, discovery responses and discovery requests. Scheduled mediations and depositions. Supplement discovery responses in accordance with the Texas Rules of Civil Procedure. Prepare and organize file for trial.

The St. Paul Travelers Insurance Company, Senior Claim Representative, May 2003 – September 2004

- Handle large claim count of medium to high severity claims with a majority being suit files. Daily duties include outside investigation, evaluation, and resolution of claims. Coach/mentor for Claim Associate. Designated claim handler for: YMCA Dallas, YMCA Ft. Worth, Crescent Real Estate, Consolidated Restaurants, Coors Distributors Ft. Worth, Ray Cammack Shows, Frost Bank and various others. General Liability claims for Rockfish restaurants, El Fenix, etc.
- Claim File Experience: Commercial General Liability Automobile Liability; Construction General Liability; Property; Municipal Law Claims; Products Liability, Amusement Rides Carnival General Liability.

John K. Vaughan -Attorney at Law, Paralegal/Investigator, September 2000 – May 2003

- Conduct additional investigation of case once assignment is received from Insurance Carrier. Locate and interview witnesses and clients.
 Prepare drafts of original answers, discovery responses and discovery requests. Scheduled mediations and depositions. Supplement discovery responses in accordance with the Texas Rules of Civil Procedure. Prepare and organize file for trial.
- Designations: Notary Public

BRANDON DUKES

Engineer



PROFILE

Texas-based Emergency Management Consultant, providing hazard profiling, community asset determination, and Risk and Vulnerability analysis, Hazard Mitigation Planning (HMP), and historical storm analysis.

EXPERTISE & CERTIFICATIONS

- Risk and Vulnerability analysis
- Hazard Mitigation Planning (HMP)
- Historical Storm Analysis
- Hazard Profiling
- Community Asset Determination
- Passed the NCCES Fundamentals of Engineering (FE) examination and earned EIT

YEARS OF EXPERIENCE

• 3+ years of experience

EDUCATION

 BS in Civil Engineering, Concentration in Structural Engineering, New Mexico State University, 2019

RELEVANT PROJECT EXPERIENCE

Integrated Solutions Consultant, Emergency Management Consultant, Corpus Christi, TX, January 2021 – Present

- Local risk assessment to include hazard profiling, community asset determination, and risk and vulnerability analysis across four counties in the State of Montana.
- Historical storm analysis through SHELDUS and NCDC NOAA databases to evaluate past storms that caused fatalities, property damage, and/or crop damage.
- Hazard Mitigation Planning (HMP) based on assessing the overall vulnerability of the community, establishing mitigation goals, and prioritizing strategies to reduce high priority risks.

Integrated Solutions Consultant, Emergency Management Consultant, Remote (Supporting the State of Montana), October 2020 – March 2021

- Evaluating and providing guidance on The CARES Act for FEMA (DR 4485- TX) in Corpus Christi, TX.
- Providing data analysis for eligibility determination of 12,000+ transactions, and over \$2 million in citywide expenditures incurred during COVID-19, based on the guidelines set by the Coronavirus Relief Fund (CRF).
- Processing and managing large-scale reimbursement submission through the Grants Management System of the Texas Department of Emergency Management (TDEM).
- Managing project progress tracking and team accomplishments with an Excel Gantt Chart and submitting a weekly project status report to the client.

Star City Sealants, Project Manager, El Paso, TX, January 2020 – October 2020

- Managed business development in the El Paso, TX area.
- Conducted site inspections to estimate the requirements and durations of individual project tasks.
- Directly influenced company growth by developing construction schedules and using critical path method analysis in Excel.
- Offered support to project estimation and bidding operations by developing material spreadsheets, in conjunction with construction schedules, to analyze total project costs.

CHARLES MCLEOD

Senior Financial Analyst



PROFILE

Mr. Charles D. McLeod is a disaster recovery professional specializing in finance and construction. He has worked as a core member of the Integrated Solutions Consulting, Inc. (ISC) cadre supporting the team in recovery and relief efforts for Hurricanes Harvey and Maria. As a Program Delivery Manager for these initiatives, Mr. McLeod was involved with approximately 80 different projects with over 30 different applicants developed in the Grants Manager portal. Previously, he served as Finance Director and Chief Financial Officer for construction companies and faith-based organizations.

Mr. McLeod is well versed in FEMA's laws, regulations and policies governing PA and hazard mitigation. Also serving in roles responsible for loan processing including delivery, maintenance, cancellation, closure, appeal, transition, and banking institutions, government taxing agencies, auditors, and owners for several entities. He served as a PDMG for over 2 years. He can manage multiple projects, tight deadlines, perform policy analysis and problem resolution. He can effectively communicate orally and in writing. Charles has exceptional computer skills proficient in Microsoft Office, prevailing in Excel, with data gathering and using worksheet data and external resources to build and develop reports.

EXPERTISE & CERTIFICATIONS

- Grants Manager / Grants Portal
- Program Delivery Manager (PDMG)
- Law and Legal Contracts lyr
- Community Disaster Loan Program (CDLP)
- FEMA Public Assistance
- · FEMA PA Policy and Guidelines
- Financial Management
- Financial Analysis
- Account Reporting and Maintenance
- Hazard Mitigation Grant Program
- Loan Processing All Phases
- · Private-non-Profits
- · Construction Management
- Report Development and Maintenance

YEARS OF EXPERIENCE

• 53+ years of experience

EDUCATION

• BBA, Accounting, North Texas University

RELEVANT PROJECT EXPERIENCE

Integrated Solutions Consulting, PDMG, Hurricanes Harvey and Maria, 2017 - 2020

- Conduct contact through e-mail, phone calls, meetings for RSM, weekly progress meetings, appointments with Applicants/ Recipients (State), Site Inspectors for Logical groupings, technical site inspections.
- · Develop damage inventory with DDD, Environmental, and Historical, Mitigation, and others required.
- Work with applicants to identify priorities, damage Inventory, create projects, review eligibility, procurement, and other policies in PAPPG.
- Submit completed projects with audited summary costs information with documentation for costs, invoices, or bids and estimates for smaller projects, answer all questions, (EEIs), Scope of work and Cost development.
- Work with the subrecipients to review and approve completed and fully documented projects to the CRC through Grants Manager. Answer
 CRC questions about the project, have the RTM (Recovery Transition Meeting) after obligation to turn the project over to the State for
 funding.
- Specialized in Non-Profit entities (PNP).

McLeod Properties, LLC., Controller, Chief Financial Officer, 1970 – 2017

- Manage all accounting functions and personnel through financial reporting, financial statements, and maintenance of financial records.
- Real Estate purchases of homes in foreclosure, budget to remodel, sells, rentals and manage various properties.
- Manage all Finance Functions including audits, budgeting, income tax preparation, 990 filing, payroll, and other tax reporting to state/local entities.

Hammer Construction - Finance Director

- Review and selection of computer software and hardware to accomplish the demands of the entity. Work with all Office programs including Word, Excel, QuickBooks, Pro, Energy and Non-Profit software's.
- Treasurer Functions including management of Cash, loans, insurance, and relationships, and review and coordinate all contracts.

DARRYL MARSHALL

Grants Specialist



PROFILE

Mr. Darryl Marshall has been working disaster recovery and response since 2007. He began his disaster recovery career with GOHSEP, supporting the Hazard Mitigation Grant Program (HMGP), CDBG and The Road Home Program. Mr. Marshall has deployed to numerous disasters and honed his skills working with Catholic Charities and Long-Term Recovery programs. Most recently, Darryl served as a Program Delivery Manager (PDMG) working in Grant Manager and has performed closeouts on various applicants. Darryl is well versed in FEMA's laws, regulations, and policies in the PAPPG and 44CFR.

Mr. Marshall has exceptional computer skills and written and oral communication skills. He is accomplished in organizing financial data from internal and external resources and producing reports, as necessary. Darryl is proficient in Microsoft Office, and is predominate in the use of Excel, developing and building spreadsheet reports, optimizing its' functions and capabilities.

EXPERTISE & CERTIFICATIONS

- Grants Manager/Grants Portal
- FEMA PA Program Delivery Manager
- FEMA PA Site Inspector
- FEMA PA/IA Policy and Guidelines
- FEMA IA Policy and Guidelines
- Community Disaster Block Program
- Financial Management
- Long-Term Recovery
- Hazard Mitigation
- Project Management
- Worltrac
- Metastorm

YEARS OF EXPERIENCE

• 16+ years of experience

EDUCATION

• B.S. Electronics Engineering Technology

RELEVANT PROJECT EXPERIENCE

AECOM Recovery, Program Delivery Manager, 2018 – 2020

- DR-4332-TX Hurricane Harvey
- Apply PA knowledge and skills in recovery and mitigation issues at the Branch II Texas Recovery Office. Coordinate, guide and assist in activities to ensure continuity of essential functions.
- Manage recovery projects of State and Territorial governments, local, Tribal and Private nonprofit organizations.
- Conduct recovery scoping meetings to document damages and obtain necessary documentation.
- Coordinate with Hazard Mitigation, EHP, site inspectors and State Recovery Officers to ensure PA policy followed.
- Experienced in formulating projects, ensuring that all damages are identified.
- Maintain files and develop Program Delivery Plans to follow up accordingly.
- Draft Damage Inventory lists, capturing all disaster related damages.
- Order Site Inspections of damaged sites not yet repaired and review DDDs.
- · Process all into Grants Manager

Catholic Charities, Disaster Case Manager Supervisor, 2016 – 2018

- Louisiana Flood 2016
- Supervise disaster Case Management operations for assigned area. Supervise team, coordinate with State DCM Program Manager, local Long-Term Recovery groups and local communities, and the development and implementation of standard documentation practices and procedures for the identification of resources for individuals and families.
- Obtain funds for disaster survivors. Ensure accurate documenting.
- Completes all required statistical, fiscal and narrative reporting activities to the State, FEMA, Agency and others as requested.
- Compile and analyze data, report recommendations.
- Prepare weekly reports and financial data.
- Develop and maintain working relationships with other community-based organizations for reasons of advocacy, education, resource development and public relations

Governor's Office of Homeland Security (GOHSEP), State Applicant Liaison, 2015 – 2016

- DR-1603-1607-LA Hurricane Katrina and Rita
- Provide technical assistance to Applicants on the full spectrum of FEMA HMA programs.
- Develop local knowledge of all mitigation programs. Work with local governments, state agencies and private nonprofit organizations to provide visibility and establish confidence in programs.
- · Assist potential Applicants with the Hazard Mitigation Grant Program (HMGP) process. Assist HM officials with briefings

DARRYL MARSHALL

Grants Specialist



Providence Engineering Office of Community Development, Disaster Recovery Analyst, 2014 – 2015

- DR-1603-1607-LA Hurricanes Katrina and Rita
- Maintain knowledge with CDBG disaster requirements relative to homeowner participation and construction work.
- Review, evaluate and provide analysis to management on Grantees' applications for recovery funding.
- Research homeowner issues and coordinates with senior staff to resolve barriers to applicant participation in the program.
- Complete reviews for compliance, advise team on homeowner eligibility to participate. Review files, to ensure complete and accurate.
 QA/QC for payments, duplication, fraud, waste, and abuse of funds. Prepare grant files for closeout

Innovation Emergency Management (IEM), HMGP Field Team Specialist, 2014 – 2015

- DR-4085-NY Hurricane Sandy
- Work with NY State officials and government administrators on hazard mitigation options and grant administration services related to HMGP.
- Demonstrate knowledge and understanding and application of 404 HMGP as outlined in Stafford Act, 44 CFR and FEMA Policy and regulations.

Procter and Gamble, Shipment / Production Planner, 2011 – 2013

- Utilize SAP for supply chain management to help ensure delivery of order to customers, improve responsiveness and control costs.
- Work in the logistics execution functionality of SAP covering the areas of warehouse management, inbound, receiving and shipping processing.
- Maintain all master data, system configuration and transactions to complete the "plan to produce" process which is inclusive of long and short term planning, material requirement planning (MRP) and insuring all data is maintained to execute a produce to demand strategy.
- Coordinator with forwarding companies to schedule outbound / inbound shipments.
- Prioritize and update status of shipment as needed.

Hammerman & Gainer, Disaster Recovery Case Manager, 2009 – 2011

- Process applications through the Hazard Mitigation Grant Program (HMGP) for applicants receiving CDBG, Elevation grant, and IMM.
- Utilize software such as JIRA, eGrants, ePortal, WorlTrac, and Metastorm to process grants and grant writing for HMGP.
- Collect all necessary documentation from homeowners to submit for approval by GOHSEP and FEMA.
- Collect all data needed to determine homeowner interest via Excel spreadsheet.
- Determine status of FEMA clearance, perform continued eligibility determinations, potential payments, internal appeals, homeowner
 consultations, quality assurance, mass mailings and subsequent data entry, project completion, database management, and closeout.
- Train case managers on new policies and procedures via PowerPoint presentation

Quadel, Disaster Recovery, Hurricanes Katrina and Rita, Advisor, 2007 – 2009

- Assist families in securing housing and financial assistance by serving as liaison between The Road Home program applicants and the Title company representatives.
- Help families understand and complete required documentation.
- Conduct face-to face meetings to describe program options and offer technical assistance to the family in choosing the best program option for them (rebuild, replace, or buy-out).
- Perform preliminary and final calculations of all options and provide the family with a clear and concise presentation of the options

DISASTER/CDBG LIST:

- Disasters since 2007: CDBG, HUD, HMGP, Road Home Program, Long-Term Recovery
- DR-1603-LA, DR-1607-LA 2009-2011, CDBG Specialist. Reference: George Hart 504.679.1888 (Hammerman and Gainer)
- DR-1603-LA, DR-1607-LA 2014-2015, CDBG Specialist. Reference: Kimberly Lundy 225.802.3544 (Office of Community Development)

DINA BURRELL

Clerk/Typist



PROFILE

Dina Burrell is a Recovery Resource Coordinator with Integrated Solutions Consulting (ISC). She assists with managing, obtaining, and providing resources for ISC's federal and state/local recovery projects, and manages deployments and personnel. Ms. Burrell has deployed on-site to a variety of disasters where she has worked in several roles, including Project Specialist, Community Development Block Grant (CDBG) Grant Specialist, Critical Facilities Specialist, and Private Non-Profit Specialist. Ms. Burrell has primarily deployed as a TAC Coordinator. She excels in her abilities to coordinate with team members, oversee personnel, HR issues and incidents, and ensures that the client and her Prime company receive daily and weekly deliverables as well as progress reports and staff reorganization.

Ms. Burrell is proficient in accounts receivables, payables, collections, generating general and technical reports, correspondence, and compliance documentation. She develops and utilizes tracking systems to manage team members, data, time, expenses, and deployment information more efficiently.

EXPERTISE & CERTIFICATIONS

- PA Project Specialist
- PA Private Non-Profit
- TAC Coordinator
- Recovery Resource Coordinator
- Account Receivable/Payable
- FEMA PA Policy and Guidelines
- 44 CFR
- FEMA Program Delivery Manager (PDMG), 2019
- PA Site Inspector, 2019
- Project Worksheet Writing
- FEMA QA/QC,
- Community Development Block Grant, 2020
- Grants Manager/Grants Portal, 2019
- FEMA Courses: IS-00100.a; IS-00102; IS-00800.b; IS-00100.Sca; IS-00100.Lea; IS-00631; IS-00700; IS-00805; IS-00814; IS-00901; NEMIS IS Overview (N105)
- Microsoft Excel 2000 Level I
- How to Legally Collect Accounts Receivable

YEARS OF EXPERIENCE

- 18+ years PA Disaster Recovery experience
- 14+ years of accounting experience

EDUCATION

- Certification of Business Training, Joe Barnes Vocational School, 1984
- Certification in Collection, Rockhurst University Continuing Education Center, 2006
- FEMA Emergency Management Institute Certifications

RELEVANT PROJECT EXPERIENCE

- State and Local Recovery, West Calcasieu Airport, West Calcasieu Port, and Lake Charles Harbor and Terminal District, NEMA, Recovery Resource Coordinator, Integrated Solutions Consulting; 2020 – Present
- Community Development Block Grant, DR-4332-TX, Hurricane Harvey, Grant Specialist/TAC Coordinator, AECOM/FEMA, 2020 – 2020
- DR-4266, 4269-TX Severe Storms, TAC Coordinator, FEMA, 2017 2018
- DR-4301, 4305, 4308-CA Severe Winter Storms, Flooding and Mudslides, TAC Coordinator, FEMA, 2017 2018
- DR-4085-NY Hurricane Sandy, TAC Coordinator, FEMA, 2012 2017
- DR-4012-MO, Flooding, TAC Coordinator, FEMA, 2011 2011
- DR-1930-IA Severe Storms, Flooding & Tornados, TAC Coordinator, FEMA, 2010 2011
- DR-1895-MA Severe Storms and Flooding, Project Specialist, FEMA, 2010 2010
- DR-1980, 1763-IA, Severe Storms, Tornadoes, and Flooding, TAC Coordinator, FEMA, 2008 2010
- DR-1606-TX Hurricane Rita, Project Specialist, FEMA, 2005 2006
- EM-3201-MA Snow, Project Accountant, FEMA, 2005 2005

VICTOR EVANS

Mitigation Specialist



PROFILE

Mr. Victor Evans is an extensively skilled Project Manager with 10+ years in disaster recovery program work for Individual and Public Assistance. He is highly knowledgeable with CDBG, Hazard Mitigation, and FEMA Grants Program. Mr. Evans effectively manages and communicates well with team members and facilitates positive long-term relationships with Applicants. He is an excellent manager with strong oral and written communications skills. In addition, he has top notch analytical and problem-solving abilities and routinely mediates and monitors client concerns. He consistently demonstrates a commitment to quality methodology and has successfully integrated an annual planning cycle in various departments.

EXPERTISE & CERTIFICATIONS

- Hazard Mitigation
- Consolidated Resource Center (CRC)
 Validation Specialist
- PA Ops I
- · FEMA PA Policy and Guidelines
- Deployed Staff to FEMA PA Disasters
- Financial Management and Budget Management
- CDBG
- Closeouts
- Hazard Mitigation
- Project Management
- · Report Development, Tracking, Maintenance
- Program Analyst
- Data Analyst

YEARS OF EXPERIENCE

• 30+ years of experience

EDUCATION

• B.S. Biology, Minor Chemistry

RELEVANT PROJECT EXPERIENCE

Integrated Solutions Consulting (ISC), CRC Mitigation Liaison, 2017 - 2018

- Document and address all Hazard Mitigation communications between stakeholders; CRC PA staff and Field/JFO HM staff to address project specific questions as needed.
- Validate Applicant-provided scope of SOW/costs for work to be complete.
- Complete Program Compliance Reviews for work to be completed.
- Monitor the PA Grants Manager for Standard and Specialized projects sent to the CRC. Submit daily report on projects assigned to.

CDBG-DR, Community Reconstruction & Infrastructure Program Analyst, 2018 – 2018

• Implement the fund recovery process for state of New York in funding for Storm Recovery through Community Development Block Grant Program (CDBG).

Federal Emergency Management Agency, Lead Project Manager, 2004 - 2014

- Train, direct, and supervise teams, and budget to accomplish goals including negotiation and persuasion.
- Meet with industry influences, professional associates, consultants, and existing Applicants to present information on applicable assistance programs.
- Maintain weekly communication with Project Team Manager to report forecasts, identify issues, and allocate resources through final closeout.
- Manage multiple projects and successfully develop quotas, ensuring projects complied with all cost and scope specifications.
- Ensure records are maintained for all applicant contacts and activities in management programs.

IEM/ Adjusters International, Hazard Mitigation Sr./ Planning Lead 2013

- Ensure projects complied with all cost and scope specifications.
- Assign programming tasks to 60 team members and monitor progress.

VICTOR EVANS

Mitigation Specialist



- Use clear, concise communication skills in conjunction with organizational skills to perform daily duties.
- Administer the activities of up to 15 engineering personnel; proactive management ensuring operational proficiency and timely completion of assigned projects within or under timeframe and budget.
- Maintain high closeout satisfaction facilitating positive long-term relationships and high potential for repeat business with the applicant.

JOHN EHMAN

Construction Manager



Mr. John Ehman is a highly skilled Project Manager with an extensive background and knowledge base. He has vast knowledge coordinating with recipients and sub-recipients through the PA grant process. His knowledge and background make him efficient in recovery priorities, able to develop projects and validate damages from site inspections to project formulation through obligation and closeout. Mr. Ehman is well versed in FEMA's laws, regulations and policies governing repair and replacement, cost estimating, hazard mitigation and technical writing. He can manage multiple projects, tight deadlines and identify and recommend solutions to issues. He has exceptional computer skills and written and oral communication skills. Mr. Ehman is experienced in project worksheet writing (Categories A-G) and deploying since 2005, is trained and experienced in Grants Manager, as a PDMG, CEF, RS Means, and HMGP

EXPERTISE & CERTIFICATIONS

- Professional Engineer (PE)
- CA State Contractor
- CA State Environmental LIC Mold Remediation & Asbestos Abatement
- Grants Manager
- Program Delivery Manager (PDMG)
- FEMA 406 Hazard Mitigation
- Cost Estimating Format (CEF) and RS Means
- Site Inspections
- Wastewater Treatment Plants, Pumping Stations, Municipal Utilities
- Mechanical and Electrical Power Distribution Plants
- · Roads, Dams, Bridges
- Environmental Cleanup, Debris Monitoring, Mold Remediation

YEARS OF EXPERIENCE

• 46+ years of experience

EDUCATION

- · B.S. Industrial Engineering
- United States Navy (Engineering Battalion)

RELEVANT PROJECT EXPERIENCE

DR-4332-TX Hurricane Harvey, FEMA, Program Delivery Manager / 406 Mitigation / Senior Project Engineer, 2018 – 2020

 Assigned to school districts and facilities, Public Works, Wastewater treatment plants, Municipal Utility Districts and City of Baytown. CAT-A Debris clean up, CAT-B Emergency Services, mold remediation, City Hall flood repairs, pumping station repairs, roads and bridges repairs.

DR-4338-GA Hurricane Irma, FEMA, Program Delivery Manager, 2017-2018

• Assigned to Emergency repairs for city and state infrastructure. Included port warehouse / operations facilities, power distribution centers, mechanical systems, environmental cleanup and roads and bridges repairs.

DR-4272, 5269-TX Flooding, FEMA, Project Manager, 2016 - 2017

• Coordinate emergency repair work on wastewater treatment plants, power distribution centers and high priority bridge and road repairs as well as PWs for Waco, Austin, Brenham and Ranger, TX.

DR-4258-OR Flooding, FEMA, Project Manager, 2016 - 2016

Coordinate environmental cleanup of Portland and Clackamas School districts. Cost estimates on rehabilitation
programs for 33 school systems. Work with Army Corp of Engineers for Newport & Astoria Harbor cleanup and
dredging removal of sludge, trees, debris and abandoned vessels and boat docking facilities that were destroyed.

DR-4085-NY Hurricane Sandy, FEMA, Public Assistance Coordinator (PAC), 2013 - 2014

JOHN EHMAN

Construction Manager



 Assigned to Long Beach Medical Facility and Komanoff Nursing Home; 17 structures require environmental cleanup, stabilization, damage assessment, permanent repair, and replacement of mechanical and electrical power distribution plant.

DR-1763-IA Flooding, FEMA, Public Assistance Coordinator and Group Lead, 2008 - 2009

• Served as PAC and Group Lead for the following projects City Riverfront Auditorium, Port Authority Warehouse Facilities, Fire Station Facility, Public Works Facility, Parks & Recreation Campgrounds & Headquarters Facility, Green Bay Levee District Maintenance Facility and Riverwalk Parks Facility. Rehabilitation / Repair City Library building, County Court House, City Fire Station, City Hall Building, County Jail Facility, City Maintenance Supply, and Theatre of Performing Arts.



Appendix II. Odysseus™ Enterprise System

OdysseusTM is the industry's most powerful and intuitive comprehensive program, management and planning system. A complete platform of independent but integrated web-based tools designed to alleviate the burden on planning and preparedness professionals, OES means you can more effectively manage the comprehensive cycle of preparation, response, recovery, and mitigation.

Features of the Odyssesus Enterprise System

Grant Management Tool	Ready-to-use or customized grant management system that tracks, administers, and reports funding.
Knowledge Management System	Cutting-edge technology that allows you to develop, share, and maintain preparedness programs, plans, policies, and guidance.
Compliance & Performance Metrics	Program that offers users data-driven assessments that systematically evaluate compliance and performance.
Assessment & Analysis System	Generate customized assessments that can be used to evaluate and track performance and progress of programs and initiatives.
Computer-Based Training System	Ready-to-use or customized computer-based training modules to aid in your organization's knowledge transfer and retention.
Site Inspection Tool	Ready-to-use or customized, mobile friendly, for real-time damage assessments and log site-specific damage inventory.

Odysseus™ Tools

Knowledge Management System (KMS)



The core of the OdysseusTM platform, the **Knowledge Management System (KMS)**, gives planners an online tool dedicated to the development and maintenance of programs, plans, policies, and guidance while offering standardization and flexibility. The OdysseusTM | KMS allows users to develop, share, and maintain knowledge across your organization in a secure environment.

- Improve Program Quality: The OdysseusTM | KMS features the unique characteristic of providing standardization and flexibility, while reducing redundancy and increasing version control with your organization's plans and doctrine.
- Secured Collaboration and Sharing: The Odysseus[™] | KMS provides secure access, creating a safe and collaborative environment to promote increased participation. Our unique architecture allows for plans or portions of plans to be shared with other systems in a controlled environment.
- **Document the Planning Process:** The OdysseusTM | KMS documents the planning process and tracks the planning collaboration among partners and committee members.



- Manage Program Planning Activities: The Odysseus[™] | KMS allows for the monitoring of planning partners, stakeholders, and committees. Assign tasks or monitor the progress of work activities from the convenience of your desktop.
- Schedule Planning Activities: Coordinate, announce, and track meeting schedules. The OdysseusTM | KMS synchronizes these meeting dates with industry standard calendar tools.

The Grant Management Tool (GMT)

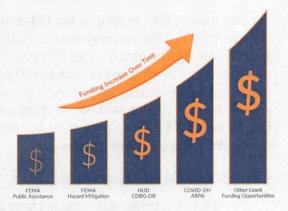
FEI des plat

The FEMA Grants Portal is designed to only manage FEMA Public Assistance funds. The system is not designed from the community perspective and offer a platform for communities to manage all of their federal grants, track their disaster recovery progress, monitor

compliance, examine contractor performance, identify potential funding gaps, and leverage all available disaster assistance funds to maximize opportunity.



This is especially true for communities that have past open disasters or received funds through HUD's Community Development Block Grant – Disaster Recovery (HUD CDBG-DR), CARES Act, or the American Recue Plan Act (ARPA). Successful disaster recovery today is directly correlated to the community's ability to leverage all available funds to rebuild a more resilient future. For these reasons, ISC invested in developing the **OdysseusTM** | **Grant Management Tool (GMT).** The GMT is a web-based tool developed by ISC to manage data and track the grant management



process. The GMT can be integrated into current client processes and systems to help drive workload, track performance, monitor funding queues, create reports, monitor compliance, and audit requirements.

REAL-TIME TRACKING	Tracking and reporting of grant funding allows your organization to expedite disaster recovery efforts and maximize reimbursement
CUSTOMIZABLE	Personalized dashboard reports allow for transparency and help guide the execution and management of disaster grant allocations
DATA ACCESS	Easy-to-interpret data reporting and graphic analytics helps to identify resource needs and gauge the progress of disaster recovery
COMPATABILITY	The program can be integrated with existing tools and software including your organization's financial management system
TOOLS	Provides the ability to track FEMA Public Assistance, CDBG-DR, FEMA 404/406 HMGP, CARES Act assistance grant, and many more
COMPLIANCE	Automated notifications and simplified workflows ensure compliance with federal regulatory & disaster program requirements
FLEXIBILITY	Modify the GMT's workflow to adhere to individual programs, processes, and procedures with standardization and flexibility

GMT™ Disaster Recovery Features



This tool provides a centralized location to collaborate on projects and automates workflow to increase efficiency. Personalized dashboards highlight pending tasks and can help gauge the overall progress of funding. This database is customizable to meet GLO's needs and can easily integrate with a web-based application to increase accuracy in data reporting. Furthermore, ISC's GMT integrates with our timesheet and expense tracking system, providing transparency and accountability of eligible DAC and non-DAC expenditures.

Site Inspection Tool (SIT) (Damage Assessment Tool)

For FEMA's Public Assistance Program, it's important for communities to quickly identify all damages and submit the damage inventory to the State and FEMA. Once FEMA holds its exploratory call and the recovery scoping meeting, the community only has 60 days to submit its damage inventory (DI). Furthermore, its critical for communities to thoroughly assess all damages to public buildings, infrastructure, and other community assets to

ensure there is not delay in federal funds or potential de-obligations.

For this reason, ISC developed the OdysseusTM | Site Inspection Tool (SIT). The Odysseus (SIT) offers an easy-to-use application for real-time damage assessments and log sitespecific damage inventory. The Odysseus™|SIT offers ready access to site-specific damage inventories, providing users with real-time dashboard reporting of damage assessments and mapping of site-specific inventory of damages. The SIT is customizable and can be accessed via mobile phone with or without internet connection. Data from the SIT is transferred to the OdysseusTM|GMT with a click of the button, streamlining the reporting of damages and expediting the FEMA reimbursement process.

Closeout Validator Tool (CVT)



SIT

FEMA is constantly making changes to its Public Assistance Program, and many of these changes increase the administrative burden on sub-recipients. Most recently, FEMA began to conduct 100% validation of FEMA Public Assistance project closeouts, causing weeks and even months of work to review, analyze, identify, and address discrepancies in their disaster related costs and expenditures.

ISC's introduction of the OdysseusTM | Closeout Validation Tool (CVT) has successfully eliminated this burden. What took weeks and months can now be accomplished in a matter of hours. The OdysseusTM CVT provides walks users through FEMA's arduous Closeout Validation process and provides a systematic solution that reduces weeks of burden to simply hours. The OdysseusTM | CVT aligns thousands of line items of FEMA reimbursable expenses and systematically identifies minute discrepancies that will hold up FEMA's Public Assistance closeout process.



Computer-Based Training Simulator (CBT)

СВТ

OdysseusTM | Computer-Based Training (CBT) system offers with users ready-to-use or customized computer-based training modules to aid in your organization's knowledge transfer and retention. Odysseus | CBT comes with the

Training, Exercise and Management System (TEAM), which serves as your learning management platform to access and manage education, training, and exercising for your



organization. This includes curriculum development and tracking, training records and certificates of completion. Courses utilize the Simulator (IES) to create an interactive, real-life simulation to enhance learning.

- Track and Measure Understanding: The OdysseusTM | CBT plug-in provides organizations with an integrated learning management system that allows administrators to more effectively deliver and measure understanding of organizational strategies, programs, and procedures.
- Create CBTs out of Common Formats: Create Computer-based course content out of common formats such as PDF, MS Word, MS PowerPoint, Adobe Products, and many more popular content processing formats.
- Generate Custom Courses: Deliver and manage customized computer-based training, track course assessments, award certificates upon course completion, and in-depth reporting of learner progress and understanding.
- **Simulated Exercise Scenarios:** The Odysseus[™] | CBT delivers simulated scenarios that allow participants to engage in real-world decision making. Lessons learned and improvements can be easily documented and updated in your organization's plans.
- Customized Gaming Media: The Odysseus™ | CBT uses cutting edge gaming technologies and innovative media to create engaging scenarios. Our graphics media team can even create a customized simulation for your organization.

Compliance & Performance Metrics Tool (CPM)



The OdysseusTM | Compliance & Performance Metric Tool (CPM) offers users with data-driven assessments that systematically evaluate the compliance and/or performance to various

governmental and industry recognized programs and standards. The OdysseusTM | CPM allows users to measure performance and monitor compliance of their organization's programs.



• Systematically Evaluate Compliance: OdysseusTM | CMT provides program analysts and directors with the ability to systematically evaluate the compliance of your program to various mandated, grant-driven requirements and industry standards.



- **Huge Library of Compliance Assessments:** The OdysseusTM | CMT a large number of regulatory and industry compliance assessments. Our library of compliance assessment tools continues to grow.
- Point-and-Click Reporting and Analytics: The OdysseusTM | CPM provides users with ready access to easy-to-interpret data reporting and graphic analytics of your organization's compliance and performance.

Assessment & Analysis Tool (AAT)

AAT

The Odysseus™ | Assessment & Analysis Tool (AAT) allows user administrators to generate customized assessments that can be used to evaluate and track the performance and progress of their programs and initiatives. The

OdysseusTM | AAT provides users with ready access to industry/discipline standard assessment tools that can be used to evaluate, assess, and understand programmatic initiatives and trends.



- Assess Progress of Programs & Initiatives: The Odysseus™ | AAT allows for the creation of customized assessment tools to systematically evaluate your organization's programs and initiatives.
- Cross Reference & Verify Across the Enterprise: The OdysseusTM|AAT allows assessors to verify results by cross-referencing documented accomplishments across the Odysseus enterprise.
- Create Customized Assessments: With the OdysseusTM | AAT, users can elect to have custom assessment created that are fully integrated with across the Odysseus enterprise.
- Standardize and Customized Point-And-Click Reports: The Odysseus™|AAT offers users with a standard library of point-and-click reports. Want something specific? Our Technology Support Team is available to build custom reports specific to your organization's needs.



Integrated Solutions Consulting, Inc. (ISC) is a professional services firm focused on developing and implementing comprehensive crisis and consequence management solutions. We are recognized as innovative problem solvers, dedicated to the profession of emergency management and proficient in the disciplines that support it. As recipients of the Dun & Bradstreet Top Supplier Performance Rating for reliability, cost, order accuracy, timeliness, quality, business relations, personnel, customer support, and responsiveness, ISC proudly offers your community over 775+ years of experience, technical expertise, and unparalleled performance.

RFP COVER PAGE

Name of "VENDOR," Entity or Organization:
Andy Easton & Associates
Federal Employer Identification Number (FEIN): 34-2062470
Unique Entity Identification Number (UEI#): Pending
State of Florida License Number (If Applicable): Name of Contact
Person: Andy Easton
Title: Principal
Email Address: andyeaston2@msn.com
Mailing Address: 203 Ridgeland Road
Street Address (If Different): City, State, ZIP: Tallahassee, FL 32312
Telephone:850-445-7829
Fax: 850-807-7344
Organizational Structure – Please Check One:
☑Corporation ☐Partnership ☐Proprietorship ☐Joint Venture ☐Other
If a Corporation: Date of
Incorporation: 1/13/2006 State of Incorporation: Florida
States Registered in as Foreign Corporation: None
Authorized Signature:
Print Name: Andy Easton
Signature:
Title: <u>Principal</u> Phone: <u>850-445-7829</u>
This document must be completed and returned with your submission.



City of Bushnell City Council

A PROPOSAL TO PROVIDE

Professional Grant Writing and Administration Services

Submitted By

Andy Easton & Associates 203 Ridgeland Road Tallahassee, FL 32312

Phone: 850-445-7829 Email: andyeaston2@msn.com



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Additional Information	G
Additional Required Documents	Н
o Proposer's Certification/Addenda Acknowledgement Form o Proposal Form o Statement of Terms and Conditions o Hold Harmless Agreement o A sworn, notarized Drug Free Workplace Certificate o Public Entity Crimes Form o Conflict of Interest Disclosure Form o Exceptions or Deviations from the minimum specifications (if applicable). o A Certificate of Insurability (COI)	

o E-Verify Document

TAB -A-Statement of Interest



September 11, 2023

Ms. Morgan Wilson, Grant/Finance Administrator City of Bushnell 117 E. Joe P. Strickland Jr. Ave., Bushnell, Florida 33513

Re: Proposal for Professional Grant Writing and Administration Services

Dear Ms. Wilson:

Andy Easton & Associates is pleased to offer the City of Bushnell Professional Grant Writing and Administration Services as described in this proposal.

Andy Easton has been providing a wide range of planning and grant services to the communities in north and central Florida for many years and would be honored to provide grant services to the City of Bushnell.

We are familiar with numerous state and federal grant programs and have organized a grant services team to ensure success for your projects. Our grant services team and their duties for this project include:

Andy Easton will serve as the Project Manager and local point of contact for this project. He has over 20 years of continuous grant administration experience.

Marsha Schaeffer Ms. Schaeffer will provide assistance with ensuring compliance with the Davis Bacon Labor Standards requirements. Ms. Schaeffer has eight years of grant experience with Andy Easton & Associates.

<u>Douglas K. Sanders</u> has over 10 years of experience with planning and grant programs. He will provide grant services assistance at the direction of the Project Manager. Doug has degrees in journalism from Ball State University (Indiana).

Anna D. Easton is 51% owner of Andy Easton & Associates and will assist with grant writing and administration activities at the direction of the Project Manager. Anna has a B.A. degree from the University of the South at Sewanee, and 10 years of small business experience.

It is a pleasure to offer our services to the City and we are ready to begin at your direction. Please contact me for further discussion at (850) 445-7829. Also, for your information, attached is a list of the types of grants that we are familiar with.

Sincerely,

Andy Easton, Grants Administrator

Andy Easton & Associates

The Services We Provide:

We have the capability to provide the following services

Grant Research
Grant/Loan Application Development
Grant/Loan Administration
Housing Grant Management
Urban and Regional Planning
Community Redevelopment Area (CRA) Planning
Economic Development Planning
Disaster Planning/Grant Management
Land Acquisition/Recreation Funding
Environmental Review Record Documentation
Enterprise Zone Services

Areas of Expertise

The team assigned to this grant services project has a wide depth and breadth of experience. As a team we have the resources, staff and diverse professional skills to fully address management issues as they arise during project implementation. The services that we can provide the Local Government upon request include:

CDBG Grant Writing and Administration

Since 1989, our grant services team has obtained millions of dollars in grants for local government infrastructure grants. The Community Development Block Grant (CDBG) program funded most of the projects. Other grants/loans were received from the Florida Department of Environmental Protection, Economic Development Administration, Rural Development, and the State Revolving Loan Fund.

Grant Research

Andy Easton & Associates is familiar with a variety of private and public grant research data bases. We have provided grant research services to several Florida communities.

Housing Programs

Andy Easton has worked as both the CDBG and SHIP administrator for Dixie County. In addition, he provided housing administration services to the City of Lake Wales, Madison County, Wakulla County, City of Center Hill, and has assisted Sumter County with housing related CDBG public participation and grant writing activities.

Downtown Redevelopment Planning and Grants

We have completed several redevelopment projects in Florida. Tasks have included identifying the scope and character of downtown improvements, coordinating funding sources and coordinating with local business owners and design professionals to ensure the planned improvements were delivered as envisioned by the community.

Recreation Planning and Grants

Recreation is an important local government amenity. Our grant services team is very familiar with the Florida Recreation Development Assistance program. We have also used this grant program as local match (leverage) for CDBG projects.

Andy Easton & Associates

Economic Development Services

Mr. Easton's experience with economic development projects includes implementing business retention surveys, writing economic development plans and managing business assistance grants.

Local Government Comprehensive Plans

We have authored seven local government comprehensive plans since 1990 and provided numerous updates. These plans were developed as mandated by Florida's Local Government Comprehensive Planning and Land Development Regulation Act of 1985, and as amended in 2011.

Land Development Regulations (LDRs)

We provide land development code revisions and updates to Florida communities. Our guiding principle when developing LDRs is to ensure that the proposed ordinance is developed in a manner that satisfies both the mandates of state law and the needs of local residents, local government staff and elected officials.

Evaluation and Appraisal Reports

Our experience with planning issues and land development regulations has allowed us to develop successful Evaluation and Appraisal Reports for several Florida communities.

Disaster Recovery and Preparedness Planning and Grants

Andy Easton has participated in the development of Local Mitigation Plans, administered funds from the Hazard Mitigation Grant Program (HMGP) and has participated in HUD/CDBG Disaster Recovery grants.

Environmental and Conservation Planning and Grants

We have the expertise and capability to provide planning and grant writing services for grants aimed at environmental and conservation projects such as land acquisition for parks and environmental education.

FDOT Transportation Enhancement Funding

We are familiar with the FDOT Transportation Enhancement program and can assist communities with applying for funds from this program.

TAB -B"VENDOR" Profile (Form 1)

FORM 1

"VENDOR" PROFILE

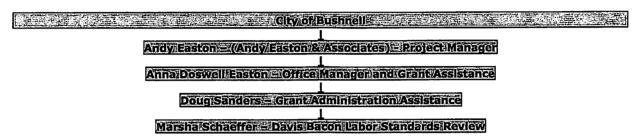
Andy Easton & Associates Submitted by (Company Name)				
Circle one of the following:				
Corporation	Partnership	Individual	Joint Venture	
Other Describe: NA				
Florida Contractor License Number:	NA	Expiration Dat	te: NA	
Unique Entity ID: Pending	FEIN: _	534-2062470		
Office Location: 203 Ridgeland	Road, Tallahasse	e, FL 32312		
Number of people in your organization	Two, plus subc	ontractors based	on the type of	project
Length of time the Contractor has bee				years
Length of time your firm has provided services to governmental clients: 25 years				
Under what other name(s) has your firm operated: Andy Easton & Associates				
Has or is your firm currently involved i				YES NO
If Yes, attach a detailed explanation.				

TAB -C-Team Composition and Resumes

Team Composition and Resumes

Andy Easton & Associates is well qualified to provide the City of Bushnell with professional grant writing and administration services. The following provides an organization chart and a description of the qualifications and experience of our project manager and staff.

Organization Chart



Andy Easton, Project Manager - Mr. Easton has 20 years of planning and administration experience, including CDBG and many other programs. He has worked with over 40 communities on over 60 projects and millions of dollars in grant funds. He has worked throughout Florida on neighborhood and disaster projects alike. He has extensive experience dealing with public infrastructure projects. He also has experience with economic development grants offered by the Economic Development Administration (EDA) and the USDA Rural Development (RD) Agency. He has experience in comprehensive and development planning. He holds degrees in urban and regional planning and in public administration and is a former member of the American Institute of Certified Planners (AICP).

Anna Doswell Easton – Office Management Ms. Easton is President of Andy Easton & Associates and will provide administrative support and financial management services on an as needed basis for this project.

Doug Sanders - Grant Administration Services - Mr. Sanders has over a decade of planning and grant experience. For the CDBG project, he will coordinate with the Project Manager as needed to ensure the project remains in compliance with CDBG rules and regulations.

Marsha Schaeffer - Labor Standards Administration Services. Ms. Schaeffer has 10 years of small business experience plus eight years of grant writing experience with Andy Easton & Associates. She has provided CDBG grant assistance for the Town of Greensboro, City of Center Hill, City of Inverness, City of Lake Wales, and City of Inverness. Ms. Schaeffer will provide assistance with ensuring compliance with the Davis Bacon Labor Standards requirements (payroll review and review of minimum wages to be paid to construction workers)

Andy Easton, AICP (Project Administration)

Mr. Easton will be the grant manager and contact person for this project.

- ✓ He worked with the City of Bushnell to develop several FRDAP and CDBG grants, including a \$200,000 FRDAP grant that will fund the construction of a children's splash pad for Kenny Dixon Park and a \$600,000 CDBG housing rehabilitation grant. Andy Easton would be honored to develop and administer other grants of interest to the City.
- ✓ He has successfully applied for and managed over \$50,000,000 in grants for a wide variety of community development projects, most of which were funded by the CDBG program and State Revolving Fund (SRF).
- ✓ He is familiar with the Federal and State funding programs that local communities can access to help achieve their community development objectives.

Experience:

- ✓ Andy Easton has over 20 years of experience in grant research and preparation, planning, program development and project administration.
- ✓ He has authored seven (7) major local government comprehensive plan updates since 1990 and has updated several land development codes.
- ✓ He prepared the comprehensive plan economic development elements for the City of Midway (Gadsden County), Town of Greenwood (Jackson County) and provided funding research and grant management plans for several Florida local governments.
- ✓ He successfully managed grant funds and developed a management plan for an industrial park in Lafavette County based on the business incubator concept.
- ✓ He has provided planning and grant services to the following Florida organizations and communities:

Town of Penney Farms	Hamilton County	Ozello Water Association
City of Center Hill	Town of White Springs	City of Belleview
City of Hampton	Town of Greensboro	City of McIntosh
Crystal River	Gadsden County (Chamber)	Town of Fort White
City of Lake Wales	Baker County	Lafayette County
City of Sopchoppy	Homosassa Springs Water District	Town of Branford
Town of Branford	City of Bristol	City of Milton
City of Bushnell	City of Lake Butler	Town of Sneads
City of Hampton	Bradford County	City of Brooker
Sumter County	City of Inverness	City of Brooksville
City of Starke	Town of Greenville	City of Midway
Citrus County	City of Coleman	Town of Raiford

Other Qualifications:

Mr. Easton holds a Bachelor of Science degree in Urban & Regional Planning from East Carolina University, and a graduate degree in Public Administration from Florida State University. He is a former member of the American Institute of Certified Planners (AICP), a former member of the American Economic Development Council, and a Charter Member of the American Planning Association.

Anna Doswell Easton (Office/Business Manager)

Ms. Easton is President and 51% owner of Andy Easton & Associates. She will coordinate with the project manager (Andy Easton) to provide grant administration assistance on an as needed basis.

✓ She has over a decade of small business management experience.

Experience:

- ✓ Provided project coordination, financial management and quality control services to Andy Easton & Associates grant projects for over 10 years.
- ✓ Provided financial and management services for small business operations for over 10 years.

Other Qualifications:

Anna Easton has an undergraduate degree in Art History from the University of the South at Sewanee and studied law at Florida State University.

Marsha Schaeffer (Labor Standards Review)

Masha Schaeffer has worked for Andy Easton & Associates since 2007. She is familiar with grant writing, mapping, and graphics, conducting CDBG household surveys and compliance with Davis Bacon labor standards. For this project Marsha will assist with labor standards review which is a required activity for federally funded projects. Labor standards review includes collecting contractor payrolls, reviewing payrolls for Davis Bacon minimum wages compliance, and conducting labor standards employee surveys.

Experience:

- ✓ She has 10 years of small business experience and 8 years of CDBG experience.
- ✓ Marsha has provided CDBG grant assistance for the Town of Greensboro, Town of Penney Farms, City of Center Hill, City of Inverness, City of Lake Wales, and City of Inverness. She has also provided CDBG mapping assistance for the cities of Inverness and Center Hill.

Other Qualifications:

Marsha Schaeffer holds a B.S. degree in political science from Boston-Newton College which is located in Massachusetts.

Doug Sanders (Grant Administration)

Mr. Sanders will provide grant administration assistance on an as needed basis for this project.

- ✓ He has over a decade of experience with planning and grant projects.
- ✓ He was the lead consultant on the Community Redevelopment Area (CRA) and Tax Increment Financing (TIF) District that the City of Center Hill has established. The CRA and TIF will allow the City to keep some of the property taxes that would normally be retained by the County.
- ✓ He has assisted local businesses meet the CDBG-ED grant requirements which
 includes the development of a business plan, letter of commitment and financial
 statements.
- ✓ Mr. Sanders is also currently working with USDA to obtain grant/loan funds for a community center in the City of Starke

Experience:

- ✓ Over a decade of experience in with planning and grant projects
- ✓ Provided planning services for eleven Developments of Regional Impact (DRIs)
- ✓ Provided grant services for over a dozen community improvement grants

Other Qualifications:

Doug has undergraduate and graduate degrees in Journalism from Ball State University, Indiana. He has also received training and certifications in emergency management response activities.

TAB -D-Bid Form (Form 2)

FORM 2

BID FORM

City of Bushnell			
Bid Sheet – Grant Writing & Administration Services			
Grant Type	Application Cost	Administration Cost	
	(Lump Sum or %)	(Lump Sum or %)	
Florida Land & Water Conservation Fund (LWCF)	not to exceed 5%	not to exceed 10%	
Florida Recreation Development Assistance Program (FRDAP)	not to exceed 5%	not to exceed 10%	
Energy and Efficiency Grants (DOE)	not to exceed 5%	not to exceed 10%	
Florida Department of Transportation Grants (FDOT)	not to exceed 5%	not to exceed 10%	
Non-Point Pollution TMDL Grants (FDEP)	not to exceed 5%	hot to exceed 10%	
Transportation Alternative Grants (TAP)	not to exceed 5%	not to exceed 10%	
Florida Communities Trust – Florida Forever Program (FCT)	not to exceed 5%	not to exceed 10%	
Recreational Trails Program (RTP)	not to exceed 5%	not to exceed 10%	
Water Management District Grant Program	not to exceed 5%	not to exceed 10%	
Florida Cultural Facilities Grant (DCA)	not to exceed 5%	not to exceed 10%	
Urban and Community Forestry Grant Program (DOF)	not to exceed 5%	not to exceed 10%	
State Revolving Fund (SRF) Program	not to exceed 5%	not to exceed 10%	
Federal Emergency Management Agency Grants (FEMA)	not to exceed 5%	not to exceed 10%	

Note: Costs associated with the grant application and administration can be identified as a lump sum or percentage of grant projects per line item. Additional space has been provided to allow for additional grant programs not identified on the list that consultant would like to include. If additional grant fee information is anticipated to be provided, please attach it to the form.

TAB -E-Illustrative Work

T A B

I

FORM 3

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location:		Client's Name & Address:		
City of Starke LED Park Ligh	ting Project	City of Starke		
Project Manager:		209 North Thompson Street Starke, FL 32091		
Andy Easton		Phone: (904) 368-1330		
Andy Laston				
Completion Date (Actual or Estimated):8/32/2022				
Contractor Fees (In Thousands	s):	Client Contact Name, Title,		
Entire Project:	Work for which "VENDOR"	Email Address & Telephone		
	was/is responsible:	Number:		
\$ 79,000.00	\$ 10,000.00	Russell A. Mullins, City Manager 209 North Thompson Street		
\$ 79,000.00	\$ 10,000.00	Starke, FL 32091		
		Phone: (904) 368-1330		
		dmullins@CityofStarke.org		
	give quantitative indications w			
vapor lighting in two City Parks with I through the Florida Department of Ag	administered and energy efficiency gra LED lighting. The grant involved feder griculture, Energy Office. FRDAP funds tes was also administering for the City.	al funds that were administered were used as local match, which was		
Nature of "VENDOR"'s Respor	nsibility in Project (please give q	uantitative indications wherever		
The duties of Andy Easton & Associate	s included bringing the grant opportun	ity to the City's attention, writing		
the grant application, and providing gr	ant administration services which inclu	ded assisting with the bidding		
process, submitting progress reports to	o the grant agency, ensuring that the consistency	ontractor complied with Davis		
Bacon wage and hour requirements, maintaining appropriate project documentation, and preparing the closeout. "VENDOR"'s Personnel (Name/Project Assignment) That Worked on the Stated Project that				
Shall Be Assigned to the "CITY"'s Project:				
Andy Easton				
· · · · · · · · · · · · · · · · · · ·				

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location	Client's Name & Address:	
City of Center Hill	City of Center Hill 94 S. Virginal Street	
Project Manager:	Center Hill, FL 33514	
Andy Easton		
Completion Date (Actua	or Estimated):8/31/2024	
Contractor Fees (In Tho	ousands):	Client Contact Name, Title,
Entire Project: Work for which "VENDOR" was/is responsible:		Email Address & Telephone Number:
\$ 650,000.00 \$ 90,000.00		Diane Lamb, City Clerk City of Center Hill 94 S. Virginia Ave. Center Hill, FL 33514 352-793-4431 cntrhill@embarqmail.com

Scope of Entire Project (please give quantitative indications wherever possible):
Andy Easton & Associates wrote and and is currently administering a CDBG Housing grant for the City of Center
Hill. The grant will rehabilitate (or demolish and replace) up to five houses. The management of the housing
rehabilitation bidding and construction process is being handled by Government Services Group, Inc., which is a
subcontractor to Andy Easton & Associates,

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible): The Andy Easton & Associates duties including bringing the grant opportunity to the City's attention, writing the grant application, and providing grant administration services which included coordinating implementation activities with a Housing Specialist that is in charge of bidding and approving the construction activities. The Housing Specialist is a subcontractor (Government Services Group) that has been providing similar services in Florida for many years.

"VENDOR"'s Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the "CITY"'s Project:

Andy Easton and Government Services Group as a subcontractor and to Andy Easton & Assciates

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

	Project Name & Location:			
Colonial Estates MHP Wa	Colonial Estates, Inc			
	12375 S Military Trail			
Project Manager:		Boynton Beach, FL 3343		
Andy Easton				
Completion Date (Actual or				
Contractor Fees (In Thousa	ands):	Client Contact Name, Title,		
Entire Project:	Work for which "VENDOR"	Email Address & Telephone		
	was/is responsible:	Number:		
~ 3 000 000 00	48 000 00	Linda Wilson, Vice President		
\$ 3,000,000.00	\$ 48,000.00	Colonial Estates, Inc		
		12375 S Military Trail Boynton Beach, FL 3343		
		561-738-0620		
		lindaiwilson@hotmail.com		
loan application development, engineering (project design and construction inspections), and administration services during construction. The project engineer was Florida Rural Water Association (FRWA). Andy Easton is currently working with FRWA on several SRF funded water line replacement projects. Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever				
Nature of "VENDOR"'s Res	sponsibility in Project (please give	quantitative indications wherever		
possible): The Andy Easton & A files, processing reim	sponsibility in Project (please give Associates duties included developing the abursement requests, maintaining financia tor complied with the wage and hour requ	SRF loan application, maintaining project I information, and ensuring that the		
possible):The Andy Easton & A files, processing reim construction contract	Associates duties included developing the abursement requests, maintaining financiator complied with the wage and hour requame/Project Assignment) That We	SRF loan application, maintaining project il information, and ensuring that the uirements of the Davis Bacon Act.		
possible): The Andy Easton & A files, processing reim construction contract	Associates duties included developing the abursement requests, maintaining financiator complied with the wage and hour requame/Project Assignment) That We	SRF loan application, maintaining project il information, and ensuring that the uirements of the Davis Bacon Act.		
possible): The Andy Easton & A files, processing reim construction contract "VENDOR"'s Personnel (N Shall Be Assigned to the "Contract of the	Associates duties included developing the abursement requests, maintaining financiator complied with the wage and hour requame/Project Assignment) That We	SRF loan application, maintaining project il information, and ensuring that the uirements of the Davis Bacon Act.		
possible): The Andy Easton & A files, processing reim construction contract "VENDOR"'s Personnel (N Shall Be Assigned to the "Contract of the	Associates duties included developing the abursement requests, maintaining financiator complied with the wage and hour requame/Project Assignment) That We	SRF loan application, maintaining project il information, and ensuring that the uirements of the Davis Bacon Act.		
possible): The Andy Easton & A files, processing reim construction contract "VENDOR"'s Personnel (N Shall Be Assigned to the "Contract of the	Associates duties included developing the abursement requests, maintaining financiator complied with the wage and hour requame/Project Assignment) That We	SRF loan application, maintaining project il information, and ensuring that the uirements of the Davis Bacon Act.		
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ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

Project Name & Location Town of Penney Farms Wa Project Manager: Andy Easton	Client's Name & Address: Town of Penney Farms 4100 Clark Avenue P.O. Box 1041 Penney Farms, FL 32070	
Completion Date (Actual	or Estimated):2/31/2025	
Contractor Fees (In Tho	usands):	Client Contact Name, Title,
Entire Project: Work for which "VENDOR" was/is responsible: \$ 900,000.00 \$ 45,000.00		Email Address & Telephone Number: David Cooper, Town Manager P.O. Box 1041 Penney Farms, FL 32070 Tel: 904.529.9078 acooperpenneyfarms@bellsouth. net
Andy Easton & Associates wro (CDBG) for the Town of Penn from the American Rescue Pla lead contamination. The pro	please give quantitative indications ofte and and is currently administering a Con ey Farms. The Town will use a \$600,000 Clan to replace several hundred linear feet of sject engineer is Infrastructure Consulting Erother water system improvement projects projects projects.	nmunity Development Block Grant DBG grant and approximately \$400,000 water lines that are subject to potential ngineers (ICE). Andy Easton is currently

Nature of "VENDOR"'s Responsibility in Project (please give quantitative indications wherever possible): Andy Easton & Associates duties included developing the CDBG grant application, conducting door to door household income surveys to determine the percent of low to moderate income residents in the Town, which is required for grant application scoring purposes. Other duties included coordinating with the Town and engineer to comply with CDBG reporting requirements.

"VENDOR"'s Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the "CITY"'s Project:

Andy Easton and Doug Sanders

ILLUSTRATIVE WORK

Work by "VENDOR" best illustrates current proposals relevant to the RFP that have been/is being accomplished by personnel that shall be assigned to the "CITY." List no more than five (5) projects.

	Project Name & Location:		
Town of Ponce de Leon CDBG-CV	Town of Ponce de Leon P.O. Box 214		
Project Manager:	Ponce de Leon, FL 32455		
Andy Easton	townpdl@gmail.com 850-836-4361		
Completion Date (Actual or Est			
Contractor Fees (In Thousands	s):	Client Contact Name, Title,	
Entire Project:	Work for which "VENDOR" was/is responsible:	Email Address & Telephone Number: Jessica Harris, Town Clerk	
\$ 1,950,000.00	1,950,000.00 \$ 70,000.00		
The funds are being used to renovate can be used as a medical clinic. The	ategory that was combined with a \$1,000 at a school gymnasium that the school project architect is DAG Architects.	board donated to the Town so that it	
possible): Andy Easton & Associates project architect to ensure	duties included developing the CDBG e the bid documents addressed both t funds from the grant agency, maintain	quantitative indications wherever grant application, coordinating with the he USDA and CDBG requirements, ning financial information, and providing	

TAB -F-References

Page 23

OZELLO WATER ASSOCIATION, INC. 9769 WEST OZELLO TRAIL CRYSTAL RIVER, FL 34429 352-795-5331

February 3, 2020

RE: Letter of Recommendation

TO WHOM IT MAY CONCERN:

Andy Easton is assisting the Ozello Water Association implement an SRF (State Revolving Loan) project. We are very pleased with the level of assistance that he is providing. We are particularly pleased with the effort that he has shown to ensure that a portion of our funding came in the form of a grant. We originally planned to use a commercial loan to pay for the \$2 million cost of relocating our water lines, but with Andy's help we were able to have half of the \$2 million provided as a grant.

I highly recommend Andy to other communities and utilities that may be seeking a grant/loan consultant.

Sincerely,

Gary Bibeau, General Manager

(352) 795-5331

gm@ozellowater.com

NOTE:

Andy Easton is currently (9/11/23) working with Ozello Water Association on the above referenced project. This letter of recommendation was written is 2020, but is applicable for 2023.



City of Starke

Wilbur L. Waters MAYOR

January 28, 2020

COMMISSIONERS: Tommy Chastain Janice D. Mortimer Daniel W. Nugent Shannon Smith Daniel Nugent

TO WHOM IT MAY CONCERN:

CITY CLERK Ricky Thompson Re: Letter of Recommendation

POLICE CHIEF
Jeff Johnson

The City of Starke has been awarded a \$700,000 CDBG grant that is being used for sewer lift station and sewer line improvements. Andy Easton developed the grant application and is currently serving as our CDBG grant administrator. His detailed knowledge of grant rules is helping to ensure that the project is implemented in accordance with program rules. Andy is also assisting the City with three park improvement projects that are being funded by the Florida Recreation Assistance Development Assistance (FRDAP) Program. In addition, he assisted the City obtain funding from the Florida Department of Agriculture and Consumer Services. The funds will be used for the installation of LED lighting at our park ballfields.

CITY MANAGER Bob Milner

We were very pleased with the grant writing/administration services provided by Andy Easton and highly recommend him to others that are in need a grant consultant.

Sincerely,

CITY OF STARKE

1700 moon

Bob Milner, City Manager

NOTE:

Andy Easton is currently (9/11/23) working with the City of Starke on several CDBG and FRDAP grants. The current City Manger is Russell A. Mullins. Mr. Mullins can be reached at:

(276) 608-2869 dmullins@cityofstarke.org_

City of Sopchoppy

January 26, 2020

TO WHOM IT MAY CONCERN:

Andy Easton is currently serving as our CDBG grant consultant for a CDBG Neighborhood Revitalization grant that is funding a residential drainage improvement project. The grant is also funding improvements to our City Park. Andy is coordinating with City staff and the project engineer to ensure the project is being implemented in accordance with both City and grant agency requirements. I am pleased to recommend Andy Easton as a grant consultant to other communities that are considering similar projects.

Sincerely,

Ashley Schilling, City Clerk

City of Sopchoppy

(850) 962-4611

Ashley.Schilling@sopchoppy.org

NOTE:

Andy Easton is currently (9/11/23) working with the City of Sopchoppy on the above referenced project. This letter of recommendation was written is 2020 but is applicable for 2023. Note that this is large drainage project that has been awarded three \$600,00 grants over the past several years. It is anticipated that an additional two or three CDBG grants will be needed to complete the project.

TOWN OF GREENSBORO

P.O. BOX 66 GREENSBORO, FLORIDA 32330-0066

> Phone: (850) 442-6215 Fax: (850) 442-6680

January 28, 2020

To Whom It May Concern:

Subject: Recommendation for Andy Easton

As the Greensboro Town Manager, I have had the pleasure of working with Andy Easton on a recent CDBG grant writing project that has recently been awarded to the Town. The grant application requested funding for street repaving and flood & drainage improvements. Andy worked closely with the engineer to ensure that the project was designed as per CDBG requirements. He also organized the required public hearings and ensured that all of the required documentation was included in the grant application. Andy has also provided planning services to the Town and keeps us abreast of state and federal funding opportunities.

Andy Easton's planning and grant services to the Town are appreciated and I look forward to working with him again on future projects.

Sincerely,

TOWN OF GREENSBORO

Dennis Henderson, Town Manager

(850) 442-6215

dennisfhenderson@gmail.com

NOTE

Andy Easton is currently (9/11/23)) working with the Town of Greensboro on grant funded infrastructure projects. This letter of recommendation was written is 2020 but is applicable for 2023. Note that like the City of Sopchoppy, the Town of Greensboro has a significant number of infrastructure needs that have been addressed over the years with several CDBG grants.

COMMISSIONERS:

ERIC F. HINSON
District 1
ANTHONY O.
VIEGBESIE, PH.D.
District 2
GENE MORGAN
District 3
BRENDA A. HOLT
District 4
SHERRIE D. TAYLOR



Wesley Hall Interim County Administrator

DAVID J. WEISS County Attorney

Board of County Commissioners

GADSDEN COUNTY GOVERNMENTAL COMPLEX
STATE HOUSING ININTIATIVE PARTNERSHIP PROGRAM (SHIP)

January 28, 2020

RE: Letter of Recommendation

TO WHOM IT MAY CONCERN:

Andy Easton has been a CDBG grant writer and grant administrator for many years and is currently assisting us with implementing a CDBG Housing Rehabilitation grant. He has shown an excellent ability to move the grant program forward in an efficient and effective manner. His knowledge of the many CDBG program rules will help us complete this project in good standing with the grant agency so that we will be able to apply for future CDBG funding.

I highly recommend Andy to other communities that may be seeking a grant consultant for their community and economic development projects.

Since ely,

Sonya D. Burns, Housing Program Coordinator Gadsden County Board of County Commissioners

(850) 875-8650 sburns@gadsdencountyfl.gov

NOTE:

Andy Easton is currently (9/11/23) working with Gadsden County on a grant funded housing rehabilitation project. This letter of recommendation was written is 2020 but is applicable for 2023.

CITY OF CENTER HILL 94 S. VIRGINIA AVE./PO BOX 649 CENTER HILL, FL 33514 (352) 793-4431 FAX (352) 568-2264

February 3, 2020

TO WHOM IT MAY CONCERN:

Andy Easton has provided CDBG grant consulting services to the City for over a decade. He is currently serving as the City of Center Hill's grant administrator for a Small Cities Community Development Block Grant (CDBG) that is funding repaying, water line and flood & drainage improvements. Andy has proved to be very helpful with assisting the City with the day-to-day management of our grants and in keeping in close coordination with the project engineer. Our grant projects have moved forward in an efficient manner and we are looking forward to finishing our current CDBG project on time so that we may apply for funding during the next CDBG grant cycle.

I highly recommend Andy as a grant consultant to other communities that may be seeking grant management assistance.

Sincerely,

CITY OF CENTER HILL

Diane Lamb, City Clerk

(352) 793-4431

cntrhill@embargmail.com

NOTE

Andy Easton is currently (9/11/23) working with the City of Center Hill on a housing rehabilitation project. This letter of recommendation was written is 2020 but is applicable for 2023.



Town of Penney Farms

4100 Clark Avenue P. O. Box 1041 Penney Farms, FL 32079-1041

February 05, 2020

TO WHOM IT MAY CONCERN:

The Town of Penney Farms has been awarded a CDBG grant to retrofit its storm water management system that was overwhelmed by Hurricane Irma. Andy Easton is the CDBG grant writer and project administrator for this project. We have found him to be very knowledgeable about the CDBG program and is providing us with prompt, courteous and efficient service. The Town also had the pleasure of working with Andy in 2004 when he provided grant writing and administration services for a CDBG grant that was used as partial funding for a town wide public sewer system.

We certainly recommend him to other Florida cities and counties as a grant consultant.

Sincerely

David J. Cooper, Town Manager

Town of Penney Farms

(904) 529-9078

dcooperpenneyfarms@bellsouth.net

Catherine G. Parrott, Grant Writer Town of Penney Farms

Cathie

(904) 529-9078

cathiepenneyfarms@bellsouth.net

NOTE:

Andy Easton is currently (9/11/23) working with the Town of Penney Farms on a grant funded water line replacement project. This letter of recommendation was written is 2020 but is applicable for 2023.

TAB -G-Additional Information

Approach to Project

This section describes Andy Easton & Associates' general approach to the services requested pursuant to this RFP. Also included is a description of our understanding of the nature of the services that are being requested and the services that we are prepared to perform.

Scope of Work

In response to the City of Bushnell's RFP for grant services, Andy Easton & Associates is offering to provide grant writing and grant administration services for the following programs:

Grant services may include, but are not limited to:

- Florida Recreational Development Assistance Program (FRDAP),
- Recreational Trails Program (RTP), Land and Water Conservation Fund (LWCF),
- Energy and Efficiency Grants (DOE),
- Historic Preservation Grants,
- Florida Community Trust Florida Forever Program (FCT),
- Federal Emergency Management Agency Grants (FEMA),
- Department of Environmental Protection Grants, State Revolving Fund (SRF),
- Water Management District Cooperative Funding,
- Non-Point Pollution/TMDL Grants (FDEP),
- Florida Department of Transportation (FDOT),
- Community Development Block Grants (CDBG),
- Special appropriations and other applicable grant and low-interest loan funds through the Federal, State, or other public sources.

Our grant writing and administration services will include:

- Reviewing the existing project information, background data and other information
 that would be required to develop a fundable grant applications; providing
 recommendations on each grant application's content and approach; advising the
 City on the mixing and leveraging of funds (if any); identifying any needs for
 application enhancement or backup documentation; developing draft (and final)
 grant applications for the City's review and submission to the grant agencies;
 providing technical assistance to City
- Conducting environmental review(s), coordinating with funding agencies, developing and administering agency contract(s), requesting, tracking and managing program funds in compliance with program guidelines, developing required public record systems, Davis-Bacon record-keeping requirements, Uniform Relocation Act compliance, advising and managing any required technical services or criteria, developing appropriate agency reports, schedules and certifications, coordinating and conducting any required public input, providing reports and technical assistance, and developing any annual and closeout agency submissions.
- Represent the City of Bushnell in meetings with state and federal officials and or other agencies as may be necessary on behalf of the City.
- Maintain continued interaction and communication with the City and provide project oversight to ensure appropriate progress and grant funding.

Management Philosophy

Your grant management team is dedicated to ensuring that the City's grant programs proceed in an efficient manner while ensuring that all activities comply with the appropriate program rules. The City of Bushnell's grant projects will be implemented with adherence to these guiding principles:

- · Provide service with attention to detail
- Provide management services with an attitude that quality and performance are the key elements of a successful project
- Ensure that the project goals are well understood and are achievable
- Ensure that the skills of our project partners are a good fit with the services provided to the City.

Project Staff

Andy Easton will be the project manager and point of contact for this project. Andy Easton is very familiar with numerous state and federal grant programs and is available to begin providing project management services at the City's direction. Mr. Easton will ensure that the projects selected by the City conform to the grant program rules and that the reporting and management requirements for each grant are in place and faithfully executed. Mr. Easton will work closely with the City to ensure that it receives the maximum benefits from state and federal grant programs.

As mentioned elsewhere in this proposal, staff that will assist with providing grant services include Doug Sanders, Anna D. Easton, and Marsha Shaeffer.

In addition to these primary staff members, Andy Easton has working relationships with other engineers, architects and grant consultants that can provide assistance depending on the nature of the project, fee, and their availability. Some of these partners include:

Mary Gavin - Ms. Gavin has years of experience coordinating multiple funding sources for large projects and is well versed in the financial analysis that is required for projects funded by the USDA grant programs. Ms. Gavin is the former Area Director for USDA in North Florida and can provide information on USDA funding opportunities that may become available from time to time,

Bruce Ballister - Mr. Ballister is familiar with both the Florida Small Cities CDBG grant program requirements for environmental reviews and the environmental review requirements for projects that are funded directly by HUD at the federal level. Mr. Ballister is also familiar with programs of the Economic Development Administration (EDA). Mr. Ballister is a former Economic Development Planner with the Apalachee Regional Planning Council and a former Planning Director for Gadsden County.

Florida Rural Water Association (FRWA) – The Florida Rural Water Association provides funding and technical assistance to local government related to water and sewer facilities and may already be providing assistance to Bushnell. FRWA and Andy Easton & Associates are currently working together on several SRF projects. FRWA can provide assistance to the City if needed.

Government Services Group, Inc. – Andy Easton is currently working with Government Services Group, Inc. (GSG) on several housing rehabilitation grants. GSG serves as the construction contract manager for housing grants. GSG is also familiar with FDEP Trails programs.

Other Engineering Firms and Architects – Andy Easton & Associates is currently working with several multi-disciplinary engineering and architectural firms that may be able to provide advice/assistance to the City, if needed.

Our goal is to maintain a high level of client satisfaction during the implementation of the City's grant projects. Our grant services team has years of experience with a variety of state and federal programs, and we look forward to participating in numerous successful projects with the City.

Grant Writing Tasks

Grant Writing

Andy Easton & Associates will develop the community/economic development grant applications for the City on a task order basis. By having each grant project approved by Task Order, the goals of the project remain clear, and it lessens the potential for confusion during the grant writing process. With several grant projects going on at one time, having clearly defined task orders combined with frequent progress meetings helps to ensure a smoother implementation process. The major grant writing tasks are shown below:

<u>Task Overview</u>: Andy Easton & Associates will prepare community/economic development grant applications at the direction of the City. Grant writing services will include coordinating with the City to develop the grant project concept, identification of the data needed to develop the grant application narrative and justification for funding. Also, we will develop a project summary, budget, program implementation timelines, and will conduct the required public hearings and meetings. Typical grant writing tasks are shown in the table below.

Grant Writing Tasks

Task Description

Hold a Project Kick Off Meeting Description and hold Kick

Prepare for and hold Kick Off meeting.

Andy Easton staff will meet with City staff and the Project Engineer to discuss the proposed project and to formulate a strategy for preparing a successful grant application.

2. Conduct a Door to Door Household Income Survey Conduct door to door survey of households, if required. For CDBG grant applications, a door to door household survey may be required. The door to door survey will be conducted based on the grant requirement. Most housing grants do not require a door to door survey. However, the CDBG Neighborhood Revitalization and Commercial Revitalization grants do require a survey.

3. Hold Public Hearings
Prepare for and conduct Public
Hearings, including Citizen
Advisory Task Force meetings, if
required.

Based on the requirements of each grant that is being applied for, one or more public hearings may be required. Andy Easton & Associates staff will coordinate with City staff to hold the public hearings.

5. Draft Grant ApplicationsPrepare Draft grant applications.

Draft grant applications will be prepared that will include the appropriate project budget, narrative, all maps, all forms, and all documents (including documentation of local match) that may be required of the City.

5. Final Grant Applications
Prepare Final Application and
conduct completeness review
and submit inter-governmental
documentation.

Final grant applications will be developed that will include a final completeness review and submission to the applicable grant agencies. In addition, if required, copies of the grant application will be submitted to the Regional Planning Council and the State Clearinghouse.

Grant Administration Tasks

Our experience with managing grant funded public facility projects, particularly with the CDBG program, has given us the expertise to manage your project in an efficient and effective manner. The following describes typical grant administration services that we will provide to the City for each grant that is awarded.

Grant Administration Services

1. Financial Management

Financial Management is the process used to account for and control grant funds. A well-organized financial management system will allow the user to identify project costs easily and accurately. The system will be able to track project costs and budget balances and be able to justify that any specific project cost is grant eligible. A well-organized financial management system will also ensure that the City has sufficient internal controls to safeguard public funds against fraud, waste, and mismanagement. Our grant services team will coordinate with the City to help with this task and will provide training and assistance if needed. In addition, we will maintain our own financial management system that will be coordinated with the City's to ensure both record keeping systems agree.

2. Compliance Responsibility

Local governments must comply with a wide variety of laws, regulations, and statues each time they are awarded a state or federal grant. The CDBG program for example requires compliance with no less than 57 laws, directives, and regulations. Our grant services team will ensure that the City complies with these requirements, some of which are listed below.

- 1. CDBG Rule 49 CFR Part 24 and 24 CFR 570.602(b) (including fair housing & MBE regs.)
- 2. Florida Small and Minority Business Act, s.288.702-288.714, F.S.
- 3. Community Planning Act of 2011
- 4. National Environmental Policy Act of 1969
- 5. National Historic Preservation Act of 1966 (Public Law 89-665), as amended
- 6. Protection of Historic Properties (24 CFR Part 800)
- 7. Preservation of Archaeological and Historical Data Act of 1966
- 8. Executive Order 11593 Protection and Enhancement of Cultural Environment
- 9. Safe Drinking Water Act of 1974, as amended
- 10. Endangered Species Act of 1958, as amended

3. Project Files

An important requirement of any state or federal grant program is the establishment and maintenance of project files. Records MUST be on file at City offices at all times to demonstrate compliance with grant requirements. For the CDBG grant program records must be maintained for a minimum of six (6) years after Final Closeout or for a period required by any other applicable laws and regulations. State funded grant programs also have record retention requirements. At project closeout, our grant services team will review file retention requirements with City staff to ensure that grant regulations are complied with.

4. Environmental Review Process

Before construction can begin, the grant program must address environmental review requirements. As your grant consultant, we will expedite environmental review activities with the aim of minimizing or eliminating delays in project implementation.

5. Grant Procurement Policies

An important part of most state and federal grant programs is ensuring that the local government promotes open and free competition when procuring vendors for services funded by the grant. There are numerous state and federal procurement requirements that must be met before grant funds can be spent. As part of our grant administration services, we will ensure that the City follows the applicable procurement procedures for all services paid for with grant funds.

6. Bidding and Construction

For grant funded construction projects, the City will need to follow grant required bidding and construction procedures. Our staff will assist the City in the following construction related activities:

- Reviewing bid documents.
- Evaluating bids in terms of grant eligibility and compliance with grant rules.
- Presenting bids to the City for approval.
- Reviewing contract documents.
- Monitoring contractor performance and compliance with contract requirements.
- Supervising all payment authorizations to ensure proper documentation and appropriate payments
- Ensuring the contractor complies with Davis Bacon Fair Wage Requirements

7. Project Monitoring and Reporting

During project implementation, grant agency staff may visit the City to conduct monitoring visits. A typical grant project is monitored at least once and perhaps even two or three times before project closeout. Andy Easton will represent the City during each monitoring visit and will address any issues or concerns that may be raised as a result of the visit. In addition, we will provide monthly, or quarter progress reports as may be required by each grant agency.

8. Requesting Funds

Our grant management team will assist the City with ordering funds for reimbursement of project costs, or to pay project costs on an advance basis. Each grant program has its own unique process for requesting grant funds, which we will assist the City with.

9. Project Closeout

After construction is completed, and all vendors paid, the project can be closed out. Each grant agency has its own closeout procedures. As your grants consultant, we will coordinate with City staff to ensure all grant documentation is on file, all funds have been paid and accounted for and that all other required grant documentation is on file.

TAB -H-Additional Required Documents

PROPOSER'S CERTIFICATION

City of Bushnell Request for Proposal (RFP)				
1 -				
Request for Proposal (RFP)				
· · · · · · · · · · · · · · · · · · ·				
Certification and Addenda				
Acknowledgement				
ue Time: 4:00 p.m. RFP 2023-03				
d Administration Services				
Phone Number:				
850-445-7829				
Fax Number:				
850-807-7324				
Email Address:				
andyeaston2@msn.com				
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFP and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFP requirements. I, the undersigned, declare that I have carefully examined the RFP, specifications, terms, and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFP with any other Offeror and have not colluded with any Offerors or parties to an RFP whatsoever for any fraudulent purpose."				
# Addendum # Addendum #				
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, "VENDOR," or person submitting an RFP for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFP and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFP, including but not limited to certification requirements. In conducting offers with an agency for "CITY" of Bushnell, respondent agrees that if this RFP is accepted, the respondent will convey, sell, assign, or transfer to the "CITY" of Bushnell all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the "CITY." At the "CITY" of Bushnell's discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent." Andy Easton, Principal Authorized Agent Name, Title (Print) Authorized Signature Date This form must be completed and returned with your submission.				

PROPOSALS FORM FOR CITY OF BUSHNELL



Name of "VENDOR" Submitting Proposals Andy Easton & Associates
Name of Person Submitting Proposals Andy Easton
PROPOSER ACKNOWLEDGMENT "The undersigned hereby declares that he/she has informed himself/herself fully in regard to all condition to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments here to attached. The "VENDOR" proposes and agrees, if this submission is accepted, to contract with the "CITY" of Bushnell to furnish all necessary materials, equipment, labor, and services necessary to complete the work covered by the RFP and Contract Documents for this Project. The "VENDOR" agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.
Signature 9/11/23
Date
RFP Number
[_] Check if exception(s) or deviation(s) to specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

Statement of Terms and Conditions

PUBLIC ENTITY CRIME: A person or artifate who has been placed on the convicted "VENDOR" list following a conviction for a public entity orime may not submit a proposal/bild on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit proposal/bilds on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, sub-Contractor, or Contractor under a contract with any public entity, and may not breased business with any public entity in excess of the threshold amount provided in Section 237.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted "VENDOR" list.

INDEMNIFICATION: The Contractor agrees to indemnify and hold harmless the "CITY" of Bushnell, and their elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, presonal injury ochian, damage, loss of expenses is attributed to body injury, sickness, or loss of use resulting therefrom and is caused in whole or in part by any negligent act or omission of the Contractor.

of loss of use resulting inersrom and is caused in whole or in part by any neggent act or omission of the Contractor.

PROMISHTION OF LOBBYTING: During the blackout period which is the period between the time the submittatis for invitation to Bid or the Request for Proposats, or Proposats, or Information, as applicable, are received at Contracts/Purchasting and the time the "CITY" awards the contract, no proposer, no lobbyts, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the "CITY", or any "CITY" employee other than the Granti-Finance Administration. Volation of this provision may result in desproposal of violating party. All questions regarding this Request for Proposals (RFP) or invitation to Bid (BID) must be submitted in writing to the "CITY" a Granti-Finance Administrator.

ANTI TRUST LAWIS: By submission of a signed RFP or BID, the successful "VENDOR" acknowledges compliance with all entitiat laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which liegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. "VENDOR's shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the "CITY" at the time of the RFP or BID, or at the time of the Contract of the Contract of interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any "VENDOR's as to the meaning of the RFPBID Contract Documents. Any lingtiny or request for une ume or the RFP or BID, or at the time of occurrence of the Conflict of Interest thereafter. INTERPRETATION, CLARIFICATIONS AND ADDENDA: No or all interpretations will be made to any "VENDOR" as to the meaning of the RFP/BID Contract Documents. Any inquiry or request for Interpretation received by the Grant/Finance Administrator before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be made for sent by a viable electronic means to all attending prospective Submitters prior to the established RFP/BID opening date. Each "VENDOR" shall acknowledge receipt of such addenda in the space provided, in case any Proposer/Bidder falls to acknowledge roceipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and exhowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addends are a part of the RFP/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/Bidder for everify that the has received all addenda issued before RFP/BIDF or be further dumed this RFP/BIDF or the scene of the proposer and are to be considered as approximate only and are to be used solely for the comparison of RFP/BIDF or eccived. The "CITY" and/or his CONTRACTOR do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith, nor shall the "VENDOR" plead misunderstanding or deception because of such estimate or quantities of work performed or material thrushed in accordance with the Specifications and/or Drawings and other Proposation of materials to be founded that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

He unit or tump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The "VENDOR" is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

be responsible for compying with all receral, state alto focal state, ordinatives, fues and required that it any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: "VENDOR"s are hereby notified that all information submitted as part of, or in support of RFFP#8ID's, will be available for public inspection ten days after opening of the RFP#8ID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 297 of the Florids Statutes. All RFP#8ID's untilted in response to this solicitation become the property of the "CITY". Unless information submitted is reported to the solicitation become the property of the "CITY" there see the right to utilize any or all information, ideas, conceptions, or portions of any RFP/BID, in its best interest.

TAKES: The "CITY" of Bushnell is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFP/BID, all "VENDOR"s shall shall not collection, conspire, combine or agree, directly or indirectly, with any other Proposer, "VENDOR," or person to submit a collusive or sham proposal in connection with the work for which their RFP/BID has been submitted; not refrain from Bidding in connection with the work for which their RFP/BID pitce of any other Bidder, or to favore the refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/BID pitce of the RFP/BID pitce of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

proposed work.

PROPOSER RESPONSIBILITY: Invitation by the "CITY" to "VENDOR"s is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. "VENDOR's or individuals submit their responses on a voluntary basis, and therefore are

State Isw. "VENDOR's or inaviduals submit their responses on a voluntary basis, and mere not entitled to compensation of any kind.
CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence retaining to or in re to this RFP/BID, and all other reports, charts, displays, schedules, exhibits and other docum submitted by the "VENDOR's will become the property of the "CITY." Reference to literature submitted with a previous RFP/BID will not relevo the Bidder from including any required do with this RFP/BID.

with this RFP/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/BID DO EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFPRID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract, Ignorance on the part of the "VIENDOR" will in newsy relieve him of the obligations and responsibilities assumed under the Contract will not be responsible for the labeling, identification and delivery of their submittals. The Grant/Finance Administrator will not be responsible for any mishebed or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duty signed and notarized form entitled "Drug Free Workplace Certificate." The Drug Free Workplace "VENDOR" shall have the burden of demonstrating that his program compiles with Section 257.037 of the Forded Satzutes, and any other applicable state taw.

THE "CITY" OF BUSHNELL, is a political subdivision of the State of Florida, and reserves the right to envice and or any other applicable state taw.

THE "CITY" OF BUSHNELL, is a political subdivision of the State of Florida, and reserves the right to reject any anglor all submittals, reserves the right to wave any informatiles or irregularities in the examination process, and reserves the right to examination process, and reserves the right to examination be the "CITY" as one-responsive. The "CITY" reserves the right to reject any or all submittals without cause. The "CITY" reserves the right to reject the submission of any "VENDOR" in arrears or in default upon any debt or contract to the "CITY," and who has failed to perform faithfully any previous contract with the "CITY" or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFP/BID become public records subject to the provisions of Chapter 119, Florida Statutes, VERIFICATION OF TIME: Nextel time is hereby established as the Official Time of the "CITY"s.

VERIFICATION OF TIME: Noted time is hereby established as the Official Time of the "CITY"s. PREPARATION OF PROPOSALS/BIDS: Signature of the Bidder The Bidder must sign the RFP/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as," must appear beneath such signature in the case of a partnership, the signature of at least one of the partners must follow the "VENDOR" name and the words, "Member of the "VENDOR" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFP/BID must be submitted. The Proposer/Bidder shall state in the RFP/BID FORMS the name and states of the submitted. The Proposer/Bidder shall state in the RFP/BID FORMS the name and existence of each person interested therein.

REPRIED must be submitted. The Proposer/Bidder shall state in the REP/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a tumpsum or unit price basis according to specifications on the RPP/BID FORM. The proposed prices shall remain unchanged for the duration of the Contrate and no daims for cost excatation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the tump sum prices proposed and/or unit prices multiplied by the appropriate place on the RPP/BID FORM. In the event that there is a discrepancy on the RPP/BID FORM do to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABILLATION: Those wishing to receive an official tabulation of the results of the opening of this RPP/BID FORM. In the RPP Identification, Tabulation requested by telephone, fax or electronic meda will not be accepted.

BELIGATION OF WINNING BIDDER: The contents of the RPP/BID of the successful proposer/Bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in acquisition action ensues. Failure of the audeosatul Proposer/Bidder to accept these obligations in acquisition action ensues. Failure of the academs for receipt of Proposer/Bidder will become contractual obligations if acquisition action ensues. Failure of the academs for receipt of Proposer/Bidder to accept these obligations in acquisition action ensues. Failure of the academs for receipt of Proposer/Bidder will become contractual obligations in acquisition action ensues. Failure of the deadline for receipt of Proposer/Bidder will become contractual obligations in acquisition action ensues. Failure of the deadline for receipt of Proposer/Bidder to accept these obligations in acquisiti

as ability to provide the services. The "CITY" reserves the right to make investigations of the proposals of the "VENDOR" as it deems appropriate.

PREPARATION COSTS: The "CITY" shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to trayPriIID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon suthorization from the "CITY"s representative. All well proceed in a finely manner without delays. The Contractor shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and condi-

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, Inside delivery unless

otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGOY-BACK"):
The "VENDOR" by submitting a Bid acknowledges that other Public Agencies may seek to "PigoyBack" under the same terms and conditions, during the effective period of any resulting construct
services and/or purchases being offered in this Bid, for the same prices and/or terms proposed.
"VENDOR" has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case
basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain
the "VENDOR" a sproval — without the "VENDOR"s approval, the seeking Agency cannot PiggyBack

the "VENDOR"s approval — without the "VENDOR"s approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the Grard/Finance
Administrator. These packages are available for pickup or by mail. (I requested to mail, the
Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidders are
required to use the orificial RFP /BID FORMS, and all attachment termized herein, are to be
submitted as a single document. Any variation from the minimum specifications must be dearly
stated on the RFP/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms,
and specifications will be furnished each company or corporation interested in submitting a
Proposs/Bid, RFP/BID FORM documents for this project are free of charge and are available online.
MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade
names, brand names, information and/or catalog numbers listed in a specification are for information
and not Intended to limit competition unless otherwise indicated. The Proposer/Bidder may ofter any
brand for which he is an authorized representative, which meets or exceeds the RFP/BID
specification for any item(s). If RFP /BID's are based on equivalent wilder provision. The
Proposer/Bidder shall explain in detail the reason(s) why he proposed equivalent will meet the
specifications and not be considered an exception thereto. RFP /BID's which do not comply with
these requirements are subject to rejection. RFP /BID's leading any written infection of intent to
quote an attemate brand will be received and considered incomplete complance with the
specifications as listed on the RFP/BID FORM. The Garny/Finance Administrator is to be notified, in
withing, of any proposed changes in materials used, manufacturing process, or construction.

specifications as listed on the RFP/RID FORM. The Grant/Finance Administrator is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the "CITY" unless evidenced by a Change Notice issued and signed by the Grant/Finance Administrator, or designated representative. QUANTITIES: The quantities as specified in this RFP/RID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when celled for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Ridder's expense. Each sample shall be labeled with the Proposer's/Ridder's expense. Each sample shall be tabeled with the Proposer's/Ridder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the "CITY" within a reasonable time as deemed appropriate.

DOCUMENT RE-GREATION: "VENDOR" may choose to re-create any document(s) required for this colicitation, but must do so at his own risk. All required information is not original "CITY" format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not provided in any re-created document.

HOLD HARMLESS AGREEMENT

The Contractor agrees to hold the "CITY" of Bushnell harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting therefrom, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Contractor.

The Contractor shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Contractor shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the "CITY" representative requesting the service.

By signature upon this form the Contractor stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Andy Easton & Associates	- Hay EAR TON
Contractor/"VENDOR"- Printed Name	Signature /
Grant Writing & Administration!	9/11/23
	Date
Project Name	

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

Andy Easton & Associates

(Print or type name of "VENDOR")

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the workplace, the "VENDOR"'s policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFP or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFP or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, pleas of guilty or nolo contendere to any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the workplace, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement. I certify that the above-named business. "VENDOR" or corporation complies fully with the requirements set forth herein."

State of: Florida

County of: Leon

Sworn to and subscribed before me this _____ day of September_, 2023.

or Produced Identification Driver License Personally Known

(Specify Type of Identification)

Signature of Notar

My Commission Expires July 19 8005

JESSICA HOUSTON Notary Public-State of Florida Commission # HH 155285 My Commission Expires July 19, 2025

(seal)

SWORN STATEMENT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

۱.	This sworn statement is submitted to the "CITY" of Bushnell			
	By	Andy Easton		
	-	(1	print individual's name and title)	
	for	Andy Easton	<u> </u>	
		(print name of	entity submitting sworn statement)	
whose business address is 203 Ridgeland Road, Tallahassee, FL 32312				
	and (if applicable) its Federal Employer Identification Number (FEIN) is 34-2062470			

- 2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
- 3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
- 4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

true in relation to the entity submitting this swerp statement (indicate which
true in relation to the entity submitting this sworn statement (indicate which statement applies).
Statement applies).
Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted "VENDOR" list. (attach a copy of the final order)
I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY ID ENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM. Authorized Signature
Date Signed ¹
State of: Florida
County of: Leon
Sworn to and subscribed before me thisday of <u>September</u> , 20 <u>2</u> 3
Personally Known or Produced Identification Develope Ucense (Specify Type of Identification)
Signature of Notary My Commission Expires July 19 2035 My Commission Expires July 19 2035 My Commission Expires July 19, 2025
(seal) This document must be completed and returned with your submission.

CONFLICT OF INTEREST DISCLOSURE FORM

١	HE	RE	BY	CERT	IFY	that
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1.	
	the (title) Principal and the duly authorized representative of the "VENDOR" of ("VENDOR" Name) Andy Easton & Associates whose
	address is 203 Ridgeland Road, Tallahassee, FL 32312 and that I possess the legal authority to make this affidavit on behalf of myself and the "VENDOR" for which I am acting; and,
2.	Except as listed below, no employee, officer, or agent of the "VENDOR" have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
3.	This bid proposal is made without prior understanding, agreement, or connection with any corporation, "VENDOR," or person submitting a bid proposal for the same services and is in all respects fair and without collusion or fraud.
EXCE	PTIONS (List)
	Andy EAs tow Authorized Signature
	Date Signed
State	of: Florida
County	v of: Leon
Sworn	to and subscribed before me this day of September, 2023
Person	nally Known or Produced Identification Develue See (Specify Type of Identification)
les	JESSICA HOUSTON ure of Notary Public-State of Florida
	mmission Expires July 19 3035 Commission # HH 155285 My Commission Expires July 19, 2025
(seal)	

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IMMIGRATION AFFIDAVIT CERTIFICATION

This Affidavit is required and should be signed, notarized by an authorized principal of the firm, and submitted with formal Invitations to Bid (ITB's) and Request for Proposals (RFP) submittals. Further, Consultants/Bidders are required to enroll in the E-Verify program, and provide acceptable evidence of their enrollment, at the time of the submission of the Consultant/Bidder's proposal. Acceptable evidence consists of a copy of the properly completed E-Verify Company Profile page or a copy of the fully executed E-Verify Memorandum of Understanding for the company. Failure to include this Affidavit and acceptable evidence of enrollment in the E-Verify program may deem the Consultant/Bidder's proposal as nonresponsive.

The City of Bushnell will not intentionally award City contracts to any Consultant who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA"). The City of Bushnell may consider the employment by any Consultant of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A(e) of the INA shall be grounds for unilateral termination of the contract by the City of Bushnell.

Consultant attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent Amendment(s)) and agrees to comply with the provisions of the Memorandum of Understanding with E-Verify and to provide proof of enrollment in The Employment Eligibility Verification System (E-Verify), operated by the Department of Homeland Security in partnership with the Social Security Administration at the time of submission of the Consultant/Bidder's proposal.

Company Name: An	dy Easton & Associates	
Print Name: Andy		Title: Principal
	Indy EAston	Date: 9/11/23
State of: Florida		
County of: <u>Leon</u>		
Sworn to and subscribed	before me thisday of	plamber, 2023
Personally Known	or Produced Identification $\frac{\mathcal{D}\mathcal{Q}}{(S)}$	pecify Type of Identification)
Signature of Notary My Commission Expires	Atri)	JESSICA HOUSTON Notary Public-State of Florida Commission # HH 155285 My Commission Expires
My Commission Expires	July 19 aus	July 19, 2025
(seal)		

The signee of this affidavit guarantees, as evidenced by the affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

CITY OF BUSHNELL

Andy Easton & Associates Car Insurance



information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon

as the same day we receive your payment, and you will not receive your check back from your financial institution.

VEHICLE INFORMATION

Review your policy information carefully. If anything is incorrect, or if there are any changes to your vehicle information, please let us know right away.

Vehicle Description	Vehicle Identification Number (VIN)	Who principally drives this vehicle?	How is this vehicle normally used? National average: 12,000 miles driven annually per vehicle		
2018 TOYOTA AVALON HYB	BD1EB7JU061123	ANDREW EASTON,	To Work, School or Pleasure. Driven over 7,500 miles annually.		

Premium Adjustment

Each year, we review our medical payments and personal injury protection coverages claim experience to determine the vehicle safety discount that is applied to each make and model. In addition, we review the comprehensive, collision, bodily injury and property damage claim experience

annually to determine which makes and models have earned decreases or increases from State Farm's standard rates. If any changes result from our reviews, adjustments are reflected in the rates shown on this renewal notice.

DRIVER INFORMATION

Assigned Driver(s)

The following driver(s) are assigned to the vehicle(s) on this policy.

Name

ANDREW EASTON

Other Household Driver(s)

In addition to the Principal Driver(s) and Assigned Driver(s), your premium may be influenced by the drivers shown below and other individuals permitted to drive your vehicle. This list does not extend or expand coverage beyond that contained in this automobile policy. The drivers listed below are the drivers reported to us that most frequently drive other vehicles in your household.

ANNA D EASTON



Principal Driver & Assigned Drivers

For each automobile, the **Principal Driver** is the individual who most frequently drives it.

Each driver is designated as an **Assigned Driver** on the household automobile that they most frequently drive.

IMPORTANT NOTICE REGARDING YOUR PREMIUM

State Farm works hard to offer you the best combination of price, service, and protection. The amount you pay for automobile insurance is determined by many factors such as the coverages you have, where you live, the kind of car you drive, how your car is used, who drives the car, and information from consumer reports.

You have the right to request, no more than once during your policy term, that your policy be re-rated using a current credit-based insurance score. Re-rating could result in a lower rate, no change in rate, or a higher rate.

COVERAGE AND LIMITS See your policy for an explanation of these coverages.

A	Liability 1,000,000							
	Bodily Injury & Property Damage							
P10	No Fault							
D	500 Deductible Comprehensive \$1,000,000 LIABILITTY							
G	500 Deductible Collision INSURANCE							
H	Emergency Road Service							
R1	Car Rental & Travel Expense							
Toyon and con-	\$50 Per Day, \$1,500 Max							
U3	Uninsured Motor Vehicle							
	Bodily Injury 25,000/50,000							
	Additional Use of Non-Owned Car Coverage							
	BIPD Liability							
	Physical Damage							

Broad form non-owned car liability coverage is included. If any coverage you carry is changed to give broader protection with no additional premium charge, we will give you the broader protection without issuing a new policy, starting on the date we adopt the broader protection.

IMPORTANT INFORMATION ABOUT UNINSURED MOTOR VEHICLE COVERAGE

Now is a good time to consider either adding Uninsured Motor Vehicle Coverage, or increasing your limits for this coverage. This coverage protects you, your resident family members and your passengers in the event of bodily injury sustained in an accident for which an unidentified, uninsured, or underinsured driver is legally liable.

You have the right to choose one of these options:

a. select stacking coverage (U) with any available limits up to your bodily injury liability coverage limits, which means that if more than one Uninsured Motor Vehicle Coverage applies, the limits for the applicable coverages may be added together (Stacking is not available for policies with a named insured that is not a natural person);

b. select, at a reduced premium, non-stacking coverage (U3) with any available limits up to your bodily injury liability coverage limits, which means the Uninsured Motor Vehicle Coverage limits are not added together in most circumstances. The non-stacking coverage on this policy is not available to persons injured while occupying a motor

(continued on next page)



COVERAGE AND LIMITS continued

vehicle owned by you or a resident family member which is not insured for uninsured motorist coverage by this policy; or c. reject this coverage entirely.

Please contact your State Farm agent if you wish to change coverage.

IMPORTANT INFORMATION ABOUT PREMIUM SAVINGS FOR NO-FAULT COVERAGE

(Coverage P - Personal Injury Protection Insurance)
For personal injury protection insurance, the named insured may elect a deductible and to exclude coverage for loss of gross income and loss of earning capacity ("lost wages"):

These elections apply to the named insured alone, or to the named insured and all dependent resident relatives. A premium reduction will result from these elections. The named insured is hereby advised not to elect the lost wage exclusion if the named insured or depandent resident relatives are employed, since lost wages will not be payable in the event of an accident.

Please contact your agent for information about No-Fault premium savings.

DISCOUNTS These adjustments have already been applied to your premium.

Multiple Line	 	A CONTRACTOR OF THE CONTRACTOR		4
Antilock Brakes				 ✓
Multicar				*
Antitheft				₹.
Vehicle Safety		and the second of the second o		V
Accident-Free				 ✓.
Homeownership			 	Ì

SURCHARGES AND DISCOUNTS

AUTOMOBILE RATING PLAN - Applies to private passenger cars only.

Accident-Free Discount - Once your policy has been in force for at least three years with no chargeable accidents, you may qualify for our Accident-Free Discount. Once you qualify, this discount applies as long as there are no chargeable accidents, and may even increase over time.

Good Driving Discount - Newer policyholders who do not yet qualify for our Accident-Free Discount (available after three years with no chargeable accidents) may already be receiving a Good Driving Discount. This discount continues to apply until your policy qualifies for the Accident-Free Discount as long as there are no chargeable accidents and no new drivers. If you add new drivers, they must also qualify in order for your Good Driving Discount to continue.

Chargeable Accidents - For new business rating, an accident is chargeable if it results in \$750 or more of damage to any property. For renewal business, an accident is chargeable as of the date State Farm pays at least \$750 (for accidents occurring on or after April 1, 1999) under

property damage liability and collision coverages for an at-fault accident.

Surcharges - If there are chargeable accidents, you may lose your Good Driving Discount or Accident-Free Discount and receive accident surcharges. But if the accident is the first to become chargeable in nine years and this policy has been in force for at least that long, the Accident-Free Discount will continue and no surcharge will apply. The surcharge for each accident depends upon the number and timing of the accidents, and each accident surcharge will remain in effect up to three years.

Surcharges will be removed if the company is given satisfactory evidence that the driver involved is no longer a member of the household or will not be driving the car in the future. If that driver is insured on another State Farm policy, his or her driving record will be considered in the rating of the other policy.

These discounts and surcharges do not apply to all coverages. For complete details, see your State Farm agent.

CITY OF BUSHNELL

Andy Easton & Associates Commercial Liability Insurance

Sent: Monday, September 11, 2023 11:23 AM

To: Andy Easton <andyeaston2@msn.com>

Subject: RE: PLEAS SEE ATTACHED

Hi Andy,

All of the insurance requirements ae obtainable.

Craig Mugglin Office Manager



6 (850) 385-6500

(850) 385-0810 (f)

2108 Delta Way

Tallahassee, FL 32303

www.king-insurance.com

<u>Commercial General Liability Insurance</u>

The Contractor shall maintain Commercial General Liability Insurance at a limit of liability not less than \$1,000,000 each occurrence and \$2,000,000 annual aggregate. Due to the nature of the work involved, Contractors performing program and/or contract management services are required to maintain \$1,000,000 each occurrence and \$1,000,000 annual aggregate. The coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Independent Contractors, Broad Form Property Damage, X-C-U Coverage, Contractual Liability or Cross Liability. The self-insured retention or deductible shall not exceed \$25,000.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed.

this certificate does not confer rights to				ı endoi	rsement(s).	may require	an endorsement. A Stat	-1118116	UII	
PRODUCER					CONTACT Keith Meyer					
King Insurance Partners				PHONE FAX (A/C, No, Ext): (A/C, No):						
2321 NW 41st St. Ste B				E-MAIL ADDRE						
					(N:	SURER(S) AFFOR	IDING COVERAGE		NAIC#	
Gainesville FL 32608				INSURER A: Twin City Fire Insurance Co				29459		
INSURED					INSURER B:					
Andy Easton & Associates Inc					RC:					
203 Ridgeland Rd					RD:					
				INSURER E:						
Tallahassee			FL 32312	INSURER F:						
			NUMBER: CL239113734				REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INDICATED. NOTWITHSTANDING ANY REQUI CERTIFICATE MAY BE ISSUED OR MAY PERT. EXCLUSIONS AND CONDITIONS OF SUCH PO	REMEN AIN, TH DLICIES	NT, TE IE INS 3. LIM	ERM OR CONDITION OF ANY SURANCE AFFORDED BY THE IITS SHOWN MAY HAVE BEEN	CONTR. E POLIC	ACT OR OTHER IES DESCRIBEI CED BY PAID CL	R DOCUMENT \ D HEREIN IS S LAIMS.	MITH RESPECT TO WHICH T	HIS		
INSR LTR TYPE OF INSURANCE	ADDL S	SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	-		
COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	s 1,00	0,000	
CLAIMS-MADE X OCCUR					1		DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,00	0,000	
							MED EXP (Any one person)	\$ 10,0	100	
A			21SBMRS6345		09/06/2023	09/06/2024	PERSONAL & ADV INJURY	\$ 1,000,000 \$ 2,000,000		
GEN'L AGGREGATE LIMIT APPLIES PER:	1						GENERALAGGREGATE			
POLICY PRO- LOC	1				1		PRODUCTS - COMP/OP AGG	s 2,000,000		
OTHER:							Hired Auto	\$ 1,00	0,000	
AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$		
ANYAUTO							BODILY INJURY (Per person)	\$		
OWNED SCHEDULED AUTOS ONLY AUTOS	1						BODILY INJURY (Per accident)	\$		
HIRED NON-OWNED AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$		
AUTOS ONLY HAUTOS ONLY							At or aboleony	\$		
UMBRELLA LIAB OCCUR							EACH OCCURRENCE	s		
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DED RETENTION \$			s							
WORKERS COMPENSATION							PER OTH- STATUTE ER			
AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE							E.L. EACH ACCIDENT	s		
OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A						E.L. DISEASE - EA EMPLOYEE	s		
If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT \$			
DECOMPTION OF CHEMICATOR SCION	t						2.2. 5.00.100 1 0 0 0 1		-	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICL	ES (ACC	ORD 1	01, Additional Remarks Schedule,	may be a	ttached if more s	pace is required)				
CERTIFICATE HOLDER					ELLATION					
City Of Bushnell					SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.					
	PO Box 115				RIZED REPRESE					
117 Joe P. Strickland, Jr. Ave							Bus			
Bushell			FL 33513			Wille	Bus			

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CITY OF BUSHNELL

Andy Easton & Associates Errors and Omissions Insurance



State Farm Florida Insurance Company

Bo Burns State Farm 1811 John Sims Pkwy E Niceville, FL 32578 09/11/2023

RE: Insured: Andy Easton & Associates

203 Ridgeland Road Tallahassee, FL 32312

Policy Number: PS0000003649913

Policy Type: Miscellaneous Errors and Omissions Liability Insurance Policy

Important Notice

Our client, Andy Easton & Associates, has a miscellaneous errors and omissions liability insurance policy in force effective 02/03/2023-02/03/2024. Coverages are as follows:

Limit of Liability A. 1,000,000 each wrongful act

B. 1,000,000 total limit of liability

Retention: 7,500 each wrongful act

This insurance coverage is on a claims made basis.

If coverage changes and/or changes to additional insureds are required for this policy, an endorsement request can be submitted to State Farm Specialty Products for processing and issuance. A certificate of insurance can be issued upon request.

If you have any questions, please contact the agent's office.

Sincerely,

Bo Burns ~ State Farm Agent

NEW BUSINESS

ITEM # 19

REQUEST FOR APPROVAL OF THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RESILIENT FLORIDA VULNERABILITY ASSESSMENT GRANT AGREEMENT.

CITY OF BUSHNELL AGENDA MEMO

TO: HONORABLE CITY COUNCIL

FROM: MORGAN WILSON, GRANT ADMINISTRATOR

SUBJECT: REQUEST FOR APPROVAL OF THE FDEP RESILIENT FLORIDA VULNERABILITY ASSESSMENT

GRANT AGREEMENT

DATE: OCTOBER 2, 2023

It is requested that the Bushnell City Council consider the following information and recommendation(s):

BACKGROUND:

On May 12, 2021, Governor Ron DeSantis signed Senate Bill 1954 into law. This comprehensive legislation ensures a coordinated approach to Florida's coastal and inland resilience, and requires a statewide vulnerability assessment to be performed.

Senate Bill 1954 also established the Resilient Florida Grant Program which is administered by the Florida Department of Environmental Protection (FDEP). The program provides grants to counties, municipalities, water management districts, flood control districts and regional resilience entities in order to perform regional vulnerability assessments to analyze and plan for flooding events, as well as implement projects for adaptation and mitigation.

The City of Bushnell submitted a grant application through the Resilient Florida Grant Program in the amount of \$100,000 to fund a vulnerability assessment to address stormwater and flooding. FDEP awarded the total grant request to the City with no match requirement.

RECOMMENDATIONS:

 Approve and authorize the appropriate City officials to execute the Resilient Florida Grant Program agreement in the amount of \$100,000 for a Citywide vulnerability assessment.

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

Standard Grant Agreement

This Agreement is entered into between the Parties na	med below, pursuant to Section	on 215.971, Florida Statu	ites:
1. Project Title (Project):		Agreement Nun	ıber:
City of Bushnell Vulnerability Assessme	ent		23PLN67
	t of Environmental Protection	on,	THE RESERVE OF THE PERSON
3900 Commonwealth Bould			(Department)
Grantee Name: Gr	3000	Entity Type:	the second second second
Grantee Name: City of Bushnell		Littly Type. L	ocal Government
Grantee Address: 117 E. Joe P. Strickland, Jr. Ave	, PO Box 115, Bushnell, Florida	33513 FEID:	59-6000286 (Grantee)
3. Agreement Begin Date:		Date of Exp	piration:
Upon Execution		9/30/2026	
4. Project Number: (If different from Agreement Number)	Project Location(s):	Sumter County, Florid	a shall be save 4 mexico
D D	nensive Vulnerability Assessment pur	suant to Section 380.093, Flor	rida Statutes, for the City of
5. Total Amount of Funding: Funding Source?	Award #s or Line Item Ap	ppropriations:	Amount per Source(s):
☐ State ▼ Feder:			\$ 100,000.00
\$ 100,000.00 ☐ State ☐ Feder	al		\$
☐ Grantee Match	1		\$
	Total Amount of Funding +	Grantee Match, if any:	\$ 100,000.00
6. Department's Grant Manager	Grantee's Grant	Manager	
Name: Hanna Tillotson	Name:	Tami Ray-Ross	armanura anomus e
	cessor		or successor
Address: Resilient Florida Program	Address:	Woodard-Curran	
2600 Blair Stone Road, MS235		1496 Highway 90	•
Tallahassee, Florida 32399		Chipley, Florida 3242	8
Phone: 850-245-7540		850-258-8303	
Email: Hanna.Tillotson@FloridaDEP.gov		TRay@woodardcurra	
7. The Parties agree to comply with the terms incorporated by reference:	and conditions of the follow	ing attachments and ex	hibits which are hereby
★ Attachment 1: Standard Terms and Conditions App	olicable to All Grants Agreeme	ents	
	3		
★ Attachment 3: Grant Work Plan			
☑ Attachment 5: Special Audit Requirements			
☑ Attachment 6: Program-Specific Requirements			
Attachment 7: Grant Award Terms (Federal) *Copy	available at https://facts.fldfs.com, in	accordance with §215.985, F.	S.
■ Attachment 8: Federal Regulations and Terms (Federal Regulations and Terms)	leral)		
☐ Additional Attachments (if necessary):			
Exhibit A: Progress Report Form			
☐ Exhibit B: Property Reporting Form			
■ Exhibit C: Payment Request Summary Form			
☐ Exhibit D: Quality Assurance Requirements			
☐ Exhibit E: Advance Payment Terms and Interest E			
Exhibit J: Common Carrier or Contracted Carrier			
Additional Exhibits (if necessary): Exhibit F: Final I Certification, Exh	Report Form, Exhibit G: Photograp nibit I: Vulnerability Assessment C		

8. The following information applies to Federal	Grants only and is identified in accordance with 2 CFR 200.331 (a) (1):
Federal Award Identification Number(s) (FAIN):	SLFRP0125
Federal Award Date to Department:	2/6/2023
Total Federal Funds Obligated by this Agreement:	\$100,000
Federal Awarding Agency:	U.S Department of Treasury
Award R&D?	☐ Yes ■N/A

IN WITNESS WHEREOF, this Agreement shall be effective on the date indicated by the Agreement Begin Date unless another date is specified in the grant documents.				
City of Bushnell	GRANTEE			
Ву				
(Authorized Signature)	Date Signed			
Mike Eastburn, City Manager				
Print Name and Title of Person Signing				
State of Florida Department of Environmental Protection	DEPARTMENT			
Ву				
Secretary or Designee	Date Signed			
Alex Reed, Director of the Office of Resilience and Coastal Protection				
Print Name and Title of Person Signing				

[■] Additional signatures attached on separate page.

ORCP Additional Signatures	
DEP Grant Manager, Hanna Tillotson	
DEP QC Reviewer, Ashley Larson	
Grantee may add additional signatures below, if needed	

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION STANDARD TERMS AND CONDITIONS APPLICABLE TO GRANT AGREEMENTS

ATTACHMENT 1

1. Entire Agreement.

This Grant Agreement, including any Attachments and Exhibits referred to herein and/or attached hereto (Agreement), constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, whether written or oral, with respect to such subject matter. Any terms and conditions included on Grantee's forms or invoices shall be null and void.

2. Grant Administration.

- a. Order of Precedence. If there are conflicting provisions among the documents that make up the Agreement, the order of precedence for interpretation of the Agreement is as follows:
 - i. Standard Grant Agreement
 - ii. Attachments other than Attachment 1, in numerical order as designated in the Standard Grant Agreement
 - iii. Attachment 1, Standard Terms and Conditions
 - iv. The Exhibits in the order designated in the Standard Grant Agreement
- b. All approvals, written or verbal, and other written communication among the parties, including all notices, shall be obtained by or sent to the parties' Grant Managers. All written communication shall be by electronic mail, U.S. Mail, a courier delivery service, or delivered in person. Notices shall be considered delivered when reflected by an electronic mail read receipt, a courier service delivery receipt, other mail service delivery receipt, or when receipt is acknowledged by recipient. If the notice is delivered in multiple ways, the notice will be considered delivered at the earliest delivery time.
- c. If a different Grant Manager is designated by either party after execution of this Agreement, notice of the name and contact information of the new Grant Manager will be submitted in writing to the other party and maintained in the respective parties' records. A change of Grant Manager does not require a formal amendment or change order to the Agreement.
- d. This Agreement may be amended, through a formal amendment or a change order, only by a written agreement between both parties. A formal amendment to this Agreement is required for changes which cause any of the following:
 - (1) an increase or decrease in the Agreement funding amount;
 - (2) a change in Grantee's match requirements;
 - (3) a change in the expiration date of the Agreement; and/or
 - (4) changes to the cumulative amount of funding transfers between approved budget categories, as defined in Attachment 3, Grant Work Plan, that exceeds or is expected to exceed twenty percent (20%) of the total budget as last approved by Department.
 - A change order to this Agreement may be used when:
 - (1) task timelines within the current authorized Agreement period change;
 - (2) the cumulative transfer of funds between approved budget categories, as defined in Attachment 3, Grant Work Plan, are less than twenty percent (20%) of the total budget as last approved by Department;
 - (3) changing the current funding source as stated in the Standard Grant Agreement; and/or
 - (4) fund transfers between budget categories for the purposes of meeting match requirements.
 - This Agreement may be amended to provide for additional services if additional funding is made available by the Legislature.
- e. All days in this Agreement are calendar days unless otherwise specified.

3. Agreement Duration.

The term of the Agreement shall begin and end on the dates indicated in the Standard Grant Agreement, unless extended or terminated earlier in accordance with the applicable terms and conditions. The Grantee shall be eligible for reimbursement for work performed on or after the date of execution through the expiration date of this Agreement, unless otherwise specified in Attachment 2, Special Terms and Conditions. However, work performed prior to the execution of this Agreement may be reimbursable or used for match purposes if permitted by the Special Terms and Conditions.

4. Deliverables.

The Grantee agrees to render the services or other units of deliverables as set forth in Attachment 3, Grant Work Plan. The services or other units of deliverables shall be delivered in accordance with the schedule and at the pricing outlined in the Grant Work Plan. Deliverables may be comprised of activities that must be completed prior to Department making payment on that deliverable. The Grantee agrees to perform in accordance with the terms and conditions set forth in this Agreement and all attachments and exhibits incorporated by the Standard Grant Agreement.

5. Performance Measures.

The Grantee warrants that: (1) the services will be performed by qualified personnel; (2) the services will be of the kind and quality described in the Grant Work Plan; (3) the services will be performed in a professional and workmanlike manner in accordance with industry standards and practices; (4) the services shall not and do not knowingly infringe upon the intellectual property rights, or any other proprietary rights, of any third party; and (5) its employees, subcontractors, and/or subgrantees shall comply with any security and safety requirements and processes, if provided by Department, for work done at the Project Location(s). The Department reserves the right to investigate or inspect at any time to determine whether the services or qualifications offered by Grantee meet the Agreement requirements. Notwithstanding any provisions herein to the contrary, written acceptance of a particular deliverable does not foreclose Department's remedies in the event deficiencies in the deliverable cannot be readily measured at the time of delivery.

6. Acceptance of Deliverables.

- a. <u>Acceptance Process.</u> All deliverables must be received and accepted in writing by Department's Grant Manager before payment. The Grantee shall work diligently to correct all deficiencies in the deliverable that remain outstanding, within a reasonable time at Grantee's expense. If Department's Grant Manager does not accept the deliverables within 30 days of receipt, they will be deemed rejected.
- b. Rejection of Deliverables. The Department reserves the right to reject deliverables, as outlined in the Grant Work Plan, as incomplete, inadequate, or unacceptable due, in whole or in part, to Grantee's lack of satisfactory performance under the terms of this Agreement. The Grantee's efforts to correct the rejected deliverables will be at Grantee's sole expense. Failure to fulfill the applicable technical requirements or complete all tasks or activities in accordance with the Grant Work Plan will result in rejection of the deliverable and the associated invoice. Payment for the rejected deliverable will not be issued unless the rejected deliverable is made acceptable to Department in accordance with the Agreement requirements. The Department, at its option, may allow additional time within which Grantee may remedy the objections noted by Department. The Grantee's failure to make adequate or acceptable deliverables after a reasonable opportunity to do so shall constitute an event of default.

7. Financial Consequences for Nonperformance.

a. Withholding Payment. In addition to the specific consequences explained in the Grant Work Plan and/or Special Terms and Conditions, the State of Florida (State) reserves the right to withhold payment when the Grantee has failed to perform/comply with provisions of this Agreement. None of the financial consequences for nonperformance in this Agreement as more fully described in the Grant Work Plan shall be considered penalties.

b. Invoice reduction

If Grantee does not meet a deadline for any deliverable, the Department will reduce the invoice by 1% for each day the deadline is missed, unless an extension is approved in writing by the Department.

- c. <u>Corrective Action Plan</u>. If Grantee fails to correct all the deficiencies in a rejected deliverable within the specified timeframe, Department may, in its sole discretion, request that a proposed Corrective Action Plan (CAP) be submitted by Grantee to Department. The Department requests that Grantee specify the outstanding deficiencies in the CAP. All CAPs must be able to be implemented and performed in no more than sixty (60) calendar days.
 - i. The Grantee shall submit a CAP within ten (10) days of the date of the written request from Department. The CAP shall be sent to the Department's Grant Manager for review and approval. Within ten (10) days of receipt of a CAP, Department shall notify Grantee in writing whether the CAP proposed has been accepted. If the CAP is not accepted, Grantee shall have ten (10) days from receipt of Department letter rejecting the proposal to submit a revised proposed CAP. Failure to obtain Department approval of a CAP as specified above may result in Department's termination of this Agreement for cause as authorized in this Agreement.
 - ii. Upon Department's notice of acceptance of a proposed CAP, Grantee shall have ten (10) days to commence implementation of the accepted plan. Acceptance of the proposed CAP by Department does not relieve Grantee of any of its obligations under the Agreement. In the event the CAP fails to correct or eliminate performance deficiencies by Grantee, Department shall retain the right to

require additional or further remedial steps, or to terminate this Agreement for failure to perform. No actions approved by Department or steps taken by Grantee shall preclude Department from subsequently asserting any deficiencies in performance. The Grantee shall continue to implement the CAP until all deficiencies are corrected. Reports on the progress of the CAP will be made to Department as requested by Department's Grant Manager.

iii. Failure to respond to a Department request for a CAP or failure to correct a deficiency in the performance of the Agreement as specified by Department may result in termination of the Agreement.

8. Payment.

- a. <u>Payment Process.</u> Subject to the terms and conditions established by the Agreement, the pricing per deliverable established by the Grant Work Plan, and the billing procedures established by Department, Department agrees to pay Grantee for services rendered in accordance with section 215.422, Florida Statutes (F.S.).
- b. <u>Taxes.</u> The Department is exempted from payment of State sales, use taxes and Federal excise taxes. The Grantee, however, shall not be exempted from paying any taxes that it is subject to, including State sales and use taxes, or for payment by Grantee to suppliers for taxes on materials used to fulfill its contractual obligations with Department. The Grantee shall not use Department's exemption number in securing such materials. The Grantee shall be responsible and liable for the payment of all its FICA/Social Security and other taxes resulting from this Agreement.
- c. <u>Maximum Amount of Agreement</u>. The maximum amount of compensation under this Agreement, without an amendment, is described in the Standard Grant Agreement. Any additional funds necessary for the completion of this Project are the responsibility of Grantee.
- d. <u>Reimbursement for Costs.</u> The Grantee shall be paid on a cost reimbursement basis for all eligible Project costs upon the completion, submittal, and approval of each deliverable identified in the Grant Work Plan. Reimbursement shall be requested on Exhibit C, Payment Request Summary Form. To be eligible for reimbursement, costs must be in compliance with laws, rules, and regulations applicable to expenditures of State funds, including, but not limited to, the Reference Guide for State Expenditures, which can be accessed at the following web address: https://www.myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/state-agencies/reference-guide-for-state-expenditures.pdf.
- e. <u>Invoice Detail.</u> All charges for services rendered or for reimbursement of expenses authorized by Department pursuant to the Grant Work Plan shall be submitted to Department in sufficient detail for a proper pre-audit and post-audit to be performed. The Grantee shall only invoice Department for deliverables that are completed in accordance with the Grant Work Plan.
- f. <u>State Funds Documentation</u>. Pursuant to section 216.1366, F.S., if Contractor meets the definition of a non-profit organization under section 215.97(2)(m), F.S., Contractor must provide the Department with documentation that indicates the amount of state funds:
 - i. Allocated to be used during the full term of the contract or agreement for remuneration to any member of the board of directors or an officer of Contractor.
 - ii. Allocated under each payment by the public agency to be used for remuneration of any member of the board of directors or an officer of the Contractor.

The documentation must indicate the amounts and recipients of the remuneration. Such information must be posted on the State's the contract tracking system and maintained pursuant to section 215.985, F.S., and must be posted on the Contractor's website, if Contractor maintains a website.

- g. <u>Interim Payments.</u> Interim payments may be made by Department, at its discretion, if the completion of deliverables to date have first been accepted in writing by Department's Grant Manager.
- h. <u>Final Payment Request.</u> A final payment request should be submitted to Department no later than sixty (60) days following the expiration date of the Agreement to ensure the availability of funds for payment. However, all work performed pursuant to the Grant Work Plan must be performed on or before the expiration date of the Agreement.
- i. <u>Annual Appropriation Contingency</u>. The State's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. This Agreement is not a commitment of future appropriations. Authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of Department if the Legislature reduces or eliminates appropriations.
- j. <u>Interest Rates.</u> All interest rates charged under the Agreement shall be calculated on the prevailing rate used by the State Board of Administration. To obtain the applicable interest rate, please refer to: https://www.myfloridacfo.com/division/aa/local-governments/judgement-interest-rates.

- k. Refund of Payments to the Department. Any balance of unobligated funds that have been advanced or paid must be refunded to Department. Any funds paid in excess of the amount to which Grantee or subgrantee is entitled under the terms of the Agreement must be refunded to Department. If this Agreement is funded with federal funds and the Department is required to refund the federal government, the Grantee shall refund the Department its share of those funds.
- 9. Documentation Required for Cost Reimbursement Grant Agreements and Match.

If Cost Reimbursement or Match is authorized in Attachment 2, Special Terms and Conditions, the following conditions apply. Supporting documentation must be provided to substantiate cost reimbursement or match requirements for the following budget categories:

- a. <u>Salary/Wages</u>. Grantee shall list personnel involved, position classification, direct salary rates, and hours spent on the Project in accordance with Attachment 3, Grant Work Plan in their documentation for reimbursement or match requirements.
- b. Overhead/Indirect/General and Administrative Costs. If Grantee is being reimbursed for or claiming match for multipliers, all multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If Department determines that multipliers charged by Grantee exceeded the rates supported by audit, Grantee shall be required to reimburse such funds to Department within thirty (30) days of written notification. Interest shall be charged on the excessive rate.
- c. Contractual Costs (Subcontractors). Match or reimbursement requests for payments to subcontractors must be substantiated by copies of invoices with backup documentation identical to that required from Grantee. Subcontracts which involve payments for direct salaries shall clearly identify the personnel involved, salary rate per hour, and hours spent on the Project. All eligible multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If Department determines that multipliers charged by any subcontractor exceeded the rates supported by audit, Grantee shall be required to reimburse such funds to Department within thirty (30) days of written notification. Interest shall be charged on the excessive rate. Nonconsumable and/or nonexpendable personal property or equipment costing \$5,000 or more purchased for the Project under a subcontract is subject to the requirements set forth in chapters 273 and/or 274, F.S., and Chapter 69I-72, Florida Administrative Code (F.A.C.) and/or Chapter 69I-73, F.A.C., as applicable. The Grantee shall be responsible for maintaining appropriate property records for any subcontracts that include the purchase of equipment as part of the delivery of services. The Grantee shall comply with this requirement and ensure its subcontracts issued under this Agreement, if any, impose this requirement, in writing, on its subcontractors.
 - For fixed-price (vendor) subcontracts, the following provisions shall apply: The Grantee may award, on a competitive basis, fixed-price subcontracts to consultants/contractors in performing the work described in Attachment 3, Grant Work Plan. Invoices submitted to Department for fixed-price subcontracted activities shall be supported with a copy of the subcontractor's invoice and a copy of the tabulation form for the competitive procurement process (e.g., Invitation to Bid, Request for Proposals, or other similar competitive procurement document) resulting in the fixed-price subcontract. The Grantee may request approval from Department to award a fixed-price subcontract resulting from procurement methods other than those identified above. In this instance, Grantee shall request the advance written approval from Department's Grant Manager of the fixed price negotiated by Grantee. The letter of request shall be supported by a detailed budget and Scope of Services to be performed by the subcontractor. Upon receipt of Department Grant Manager's approval of the fixed-price amount, Grantee may proceed in finalizing the fixed-price subcontract.
 - ii. If the procurement is subject to the Consultant's Competitive Negotiation Act under section 287.055, F.S. or the Brooks Act, Grantee must provide documentation clearly evidencing it has complied with the statutory or federal requirements.
- d. <u>Travel.</u> All requests for match or reimbursement of travel expenses shall be in accordance with section 112.061, F.S.
- e. <u>Direct Purchase Equipment.</u> For the purposes of this Agreement, Equipment is defined as capital outlay costing \$5,000 or more. Match or reimbursement for Grantee's direct purchase of equipment is subject to specific approval of Department, and does not include any equipment purchased under the delivery of services to be completed by a subcontractor. Include copies of invoices or receipts to document purchases, and a properly completed Exhibit B, Property Reporting Form.
- f. Rental/Lease of Equipment. Match or reimbursement requests for rental/lease of equipment must include copies of invoices or receipts to document charges.
- g. <u>Miscellaneous/Other Expenses.</u> If miscellaneous or other expenses, such as materials, supplies, non-excluded phone expenses, reproduction, or mailing, are reimbursable or available for match or reimbursement under the

- terms of this Agreement, the documentation supporting these expenses must be itemized and include copies of receipts or invoices. Additionally, independent of Grantee's contract obligations to its subcontractor, Department shall not reimburse any of the following types of charges: cell phone usage; attorney's fees or court costs; civil or administrative penalties; or handling fees, such as set percent overages associated with purchasing supplies or equipment.
- h. <u>Land Acquisition</u>. Reimbursement for the costs associated with acquiring interest and/or rights to real property (including access rights through ingress/egress easements, leases, license agreements, or other site access agreements; and/or obtaining record title ownership of real property through purchase) must be supported by the following, as applicable: Copies of Property Appraisals, Environmental Site Assessments, Surveys and Legal Descriptions, Boundary Maps, Acreage Certification, Title Search Reports, Title Insurance, Closing Statements/Documents, Deeds, Leases, Easements, License Agreements, or other legal instrument documenting acquired property interest and/or rights. If land acquisition costs are used to meet match requirements, Grantee agrees that those funds shall not be used as match for any other Agreement supported by State or Federal funds.

10. Status Reports.

The Grantee shall submit status reports quarterly, unless otherwise specified in the Attachments, on Exhibit A, Progress Report Form, to Department's Grant Manager describing the work performed during the reporting period, problems encountered, problem resolutions, scheduled updates, and proposed work for the next reporting period. Quarterly status reports are due no later than twenty (20) days following the completion of the quarterly reporting period. For the purposes of this reporting requirement, the quarterly reporting periods end on March 31, June 30, September 30 and December 31. The Department will review the required reports submitted by Grantee within thirty (30) days.

11. Retainage.

The following provisions apply if Department withholds retainage under this Agreement:

- a. The Department reserves the right to establish the amount and application of retainage on the work performed under this Agreement up to the maximum percentage described in Attachment 2, Special Terms and Conditions. Retainage may be withheld from each payment to Grantee pending satisfactory completion of work and approval of all deliverables.
- b. If Grantee fails to perform the requested work or fails to perform the work in a satisfactory manner, Grantee shall forfeit its right to payment of the retainage associated with the work. Failure to perform includes, but is not limited to, failure to submit the required deliverables or failure to provide adequate documentation that the work was actually performed. The Department shall provide written notification to Grantee of the failure to perform that shall result in retainage forfeiture. If the Grantee does not correct the failure to perform within the timeframe stated in Department's notice, the retainage will be forfeited to Department.
- c. No retainage shall be released or paid for incomplete work while this Agreement is suspended.
- d. Except as otherwise provided above, Grantee shall be paid the retainage associated with the work, provided Grantee has completed the work and submits an invoice for retainage held in accordance with the invoicing procedures under this Agreement.

12. Insurance.

- a. <u>Insurance Requirements for Sub-Grantees and/or Subcontractors.</u> The Grantee shall require its sub-grantees and/or subcontractors, if any, to maintain insurance coverage of such types and with such terms and limits as described in this Agreement. The Grantee shall require all its sub-grantees and/or subcontractors, if any, to make compliance with the insurance requirements of this Agreement a condition of all contracts that are related to this Agreement. Sub-grantees and/or subcontractors must provide proof of insurance upon request.
- b. <u>Deductibles.</u> The Department shall be exempt from, and in no way liable for, any sums of money representing a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Grantee providing such insurance.
- c. <u>Proof of Insurance.</u> Upon execution of this Agreement, Grantee shall provide Department documentation demonstrating the existence and amount for each type of applicable insurance coverage *prior to* performance of any work under this Agreement. Upon receipt of written request from Department, Grantee shall furnish Department with proof of applicable insurance coverage by standard form certificates of insurance, a self-insured authorization, or other certification of self-insurance.
- d. <u>Duty to Maintain Coverage</u>. In the event that any applicable coverage is cancelled by the insurer for any reason, or if Grantee cannot get adequate coverage, Grantee shall immediately notify Department of such cancellation and shall obtain adequate replacement coverage conforming to the requirements herein and provide proof of such replacement coverage within ten (10) days after the cancellation of coverage.

e. <u>Insurance Trust.</u> If the Grantee's insurance is provided through an insurance trust, the Grantee shall instead add the Department of Environmental Protection, its employees, and officers as an additional covered party everywhere the Agreement requires them to be added as an additional insured.

13. Termination.

- a. <u>Termination for Convenience.</u> When it is in the State's best interest, Department may, at its sole discretion, terminate the Agreement in whole or in part by giving 30 days' written notice to Grantee. The Department shall notify Grantee of the termination for convenience with instructions as to the effective date of termination or the specific stage of work at which the Agreement is to be terminated. The Grantee must submit all invoices for work to be paid under this Agreement within thirty (30) days of the effective date of termination. The Department shall not pay any invoices received after thirty (30) days of the effective date of termination.
- b. <u>Termination for Cause.</u> The Department may terminate this Agreement if any of the events of default described in the Events of Default provisions below occur or in the event that Grantee fails to fulfill any of its other obligations under this Agreement. If, after termination, it is determined that Grantee was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of Department. The rights and remedies of Department in this clause are in addition to any other rights and remedies provided by law or under this Agreement.
- c. Grantee Obligations upon Notice of Termination. After receipt of a notice of termination or partial termination unless as otherwise directed by Department, Grantee shall not furnish any service or deliverable on the date, and to the extent specified, in the notice. However, Grantee shall continue work on any portion of the Agreement not terminated. If the Agreement is terminated before performance is completed, Grantee shall be paid only for that work satisfactorily performed for which costs can be substantiated. The Grantee shall not be entitled to recover any cancellation charges or lost profits.
- d. <u>Continuation of Prepaid Services.</u> If Department has paid for any services prior to the expiration, cancellation, or termination of the Agreement, Grantee shall continue to provide Department with those services for which it has already been paid or, at Department's discretion, Grantee shall provide a refund for services that have been paid for but not rendered.
- e. <u>Transition of Services Upon Termination, Expiration, or Cancellation of the Agreement.</u> If services provided under the Agreement are being transitioned to another provider(s), Grantee shall assist in the smooth transition of Agreement services to the subsequent provider(s). This requirement is at a minimum an affirmative obligation to cooperate with the new provider(s), however additional requirements may be outlined in the Grant Work Plan. The Grantee shall not perform any services after Agreement expiration or termination, except as necessary to complete the transition or continued portion of the Agreement, if any.

14. Notice of Default.

If Grantee defaults in the performance of any covenant or obligation contained in the Agreement, including, any of the events of default, Department shall provide notice to Grantee and an opportunity to cure that is reasonable under the circumstances. This notice shall state the nature of the failure to perform and provide a time certain for correcting the failure. The notice will also provide that, should the Grantee fail to perform within the time provided, Grantee will be found in default, and Department may terminate the Agreement effective as of the date of receipt of the default notice.

15. Events of Default.

Provided such failure is not the fault of Department or outside the reasonable control of Grantee, the following non-exclusive list of events, acts, or omissions, shall constitute events of default:

- a. The commitment of any material breach of this Agreement by Grantee, including failure to timely deliver a material deliverable, failure to perform the minimal level of services required for a deliverable, discontinuance of the performance of the work, failure to resume work that has been discontinued within a reasonable time after notice to do so, or abandonment of the Agreement;
- b. The commitment of any material misrepresentation or omission in any materials, or discovery by the Department of such, made by the Grantee in this Agreement or in its application for funding;
- c. Failure to submit any of the reports required by this Agreement or having submitted any report with incorrect, incomplete, or insufficient information;
- d. Failure to honor any term of the Agreement;
- e. Failure to abide by any statutory, regulatory, or licensing requirement, including an entry of an order revoking the certificate of authority granted to the Grantee by a state or other licensing authority;
- f. Failure to pay any and all entities, individuals, and furnishing labor or materials, or failure to make payment to any other entities as required by this Agreement;

- g. Employment of an unauthorized alien in the performance of the work, in violation of Section 274 (A) of the Immigration and Nationality Act;
- h. Failure to maintain the insurance required by this Agreement;
- i. One or more of the following circumstances, uncorrected for more than thirty (30) days unless, within the specified 30-day period, Grantee (including its receiver or trustee in bankruptcy) provides to Department adequate assurances, reasonably acceptable to Department, of its continuing ability and willingness to fulfill its obligations under the Agreement:
 - i. Entry of an order for relief under Title 11 of the United States Code;
 - ii. The making by Grantee of a general assignment for the benefit of creditors;
 - iii. The appointment of a general receiver or trustee in bankruptcy of Grantee's business or property; and/or
 - iv. An action by Grantee under any state insolvency or similar law for the purpose of its bankruptcy, reorganization, or liquidation.

16. Suspension of Work.

The Department may, in its sole discretion, suspend any or all activities under the Agreement, at any time, when it is in the best interest of the State to do so. The Department shall provide Grantee written notice outlining the particulars of suspension. Examples of reasons for suspension include, but are not limited to, budgetary constraints, declaration of emergency, or other such circumstances. After receiving a suspension notice, Grantee shall comply with the notice. Within 90 days, or any longer period agreed to by the parties, Department shall either: (1) issue a notice authorizing resumption of work, at which time activity shall resume; or (2) terminate the Agreement. If the Agreement is terminated after 30 days of suspension, the notice of suspension shall be deemed to satisfy the thirty (30) days' notice required for a notice of termination for convenience. Suspension of work shall not entitle Grantee to any additional compensation.

17. Force Majeure.

The Grantee shall not be responsible for delay resulting from its failure to perform if neither the fault nor the negligence of Grantee or its employees or agents contributed to the delay and the delay is due directly to acts of God, wars, acts of public enemies, strikes, fires, floods, or other similar cause wholly beyond Grantee's control, or for any of the foregoing that affect subcontractors or suppliers if no alternate source of supply is available to Grantee. In case of any delay Grantee believes is excusable, Grantee shall notify Department in writing of the delay or potential delay and describe the cause of the delay either (1) within ten days after the cause that creates or will create the delay first arose. if Grantee could reasonably foresee that a delay could occur as a result; or (2) if delay is not reasonably foreseeable, within five days after the date Grantee first had reason to believe that a delay could result. THE FOREGOING SHALL CONSTITUTE THE GRANTEE'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. No claim for damages, other than for an extension of time, shall be asserted against Department. The Grantee shall not be entitled to an increase in the Agreement price or payment of any kind from Department for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference, or hindrance from any cause whatsoever. If performance is suspended or delayed, in whole or in part, due to any of the causes described in this paragraph, after the causes have ceased to exist Grantee shall perform at no increased cost, unless Department determines, in its sole discretion, that the delay will significantly impair the value of the Agreement to Department, in which case Department may: (1) accept allocated performance or deliveries from Grantee, provided that Grantee grants preferential treatment to Department with respect to products subjected to allocation; (2) contract with other sources (without recourse to and by Grantee for the related costs and expenses) to replace all or part of the products or services that are the subject of the delay, which purchases may be deducted from the Agreement quantity; or (3) terminate Agreement in whole or in part.

18. Indemnification.

- a. The Grantee shall be fully liable for the actions of its agents, employees, partners, or subcontractors and shall fully indemnify, defend, and hold harmless Department and its officers, agents, and employees, from suits, actions, damages, and costs of every name and description arising from or relating to:
 - personal injury and damage to real or personal tangible property alleged to be caused in whole or in part by Grantee, its agents, employees, partners, or subcontractors; provided, however, that Grantee shall not indemnify for that portion of any loss or damages proximately caused by the negligent act or omission of Department;
 - ii. the Grantee's breach of this Agreement or the negligent acts or omissions of Grantee.

- b. The Grantee's obligations under the preceding paragraph with respect to any legal action are contingent upon Department giving Grantee: (1) written notice of any action or threatened action; (2) the opportunity to take over and settle or defend any such action at Grantee's sole expense; and (3) assistance in defending the action at Grantee's sole expense. The Grantee shall not be liable for any cost, expense, or compromise incurred or made by Department in any legal action without Grantee's prior written consent, which shall not be unreasonably withheld.
- c. Notwithstanding sections a. and b. above, the following is the sole indemnification provision that applies to Grantees that are governmental entities: Each party hereto agrees that it shall be solely responsible for the negligent or wrongful acts of its employees and agents. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the provisions of section 768.28, F.S. Further, nothing herein shall be construed as consent by a state agency or subdivision of the State to be sued by third parties in any matter arising out of any contract or this Agreement.
- d. No provision in this Agreement shall require Department to hold harmless or indemnify Grantee, insure or assume liability for Grantee's negligence, waive Department's sovereign immunity under the laws of Florida, or otherwise impose liability on Department for which it would not otherwise be responsible. Any provision, implication or suggestion to the contrary is null and void.

19. Limitation of Liability.

The Department's liability for any claim arising from this Agreement is limited to compensatory damages in an amount no greater than the sum of the unpaid balance of compensation due for goods or services rendered pursuant to and in compliance with the terms of the Agreement. Such liability is further limited to a cap of \$100,000.

20. Remedies.

Nothing in this Agreement shall be construed to make Grantee liable for force majeure events. Nothing in this Agreement, including financial consequences for nonperformance, shall limit Department's right to pursue its remedies for other types of damages under the Agreement, at law or in equity. The Department may, in addition to other remedies available to it, at law or in equity and upon notice to Grantee, retain such monies from amounts due Grantee as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted by or against it.

21. Waiver.

The delay or failure by Department to exercise or enforce any of its rights under this Agreement shall not constitute or be deemed a waiver of Department's right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right.

22. Statutory Notices Relating to Unauthorized Employment and Subcontracts.

- a. The Department shall consider the employment by any Grantee of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If Grantee/subcontractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The Grantee shall be responsible for including this provision in all subcontracts with private organizations issued as a result of this Agreement.
- b. Pursuant to sections 287.133, 287.134, and 287.137 F.S., the following restrictions apply to persons placed on the convicted vendor list, discriminatory vendor list, or the antitrust violator vendor list:
 - Public Entity Crime. 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, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a Grantee, 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, F.S., for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
 - ii. <u>Discriminatory Vendors</u>. An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies 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.
 - iii. Antitrust Violator Vendors. A person or an affiliate who has been placed on the antitrust violator vendor list following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply on any contract to provide any good or services to a public entity;

- may not submit a bid, proposal, or reply on any contract with a public entity for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on leases of real property to a public entity; may not be awarded or perform work as a Grantee, supplier, subcontractor, or consultant under a contract with a public entity; and may not transact new business with a public entity.
- iv. Notification. The Grantee shall notify Department if it or any of its suppliers, subcontractors, or consultants have been placed on the convicted vendor list, the discriminatory vendor list, or antitrust violator vendor list during the life of the Agreement. The Florida Department of Management Services is responsible for maintaining the discriminatory vendor list and the antitrust violator vendor list and posts the list on its website. Questions regarding the discriminatory vendor list or antitrust violator vendor list may be directed to the Florida Department of Management Services, Office of Supplier Diversity, at (850) 487-0915.

23. Compliance with Federal, State and Local Laws.

- a. The Grantee and all its agents shall comply with all federal, state and local regulations, including, but not limited to, nondiscrimination, wages, social security, workers' compensation, licenses, and registration requirements. The Grantee shall include this provision in all subcontracts issued as a result of this Agreement.
- b. No person, on the grounds of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.
- c. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.
- d. Any dispute concerning performance of the Agreement shall be processed as described herein. Jurisdiction for any damages arising under the terms of the Agreement will be in the courts of the State, and venue will be in the Second Judicial Circuit, in and for Leon County. Except as otherwise provided by law, the parties agree to be responsible for their own attorney fees incurred in connection with disputes arising under the terms of this Agreement.
- 24. Build America, Buy America Act (BABA) Infrastructure Projects with Federal Funding.

 This provision does not apply to Agreements that are wholly funded by Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act. Also, this provision does not apply where there is a valid waiver in place. However, the provision may apply to funds expended before the waiver or after expiration of the waiver.
 - If applicable, Recipients or Subrecipients of an award of Federal financial assistance from a program for infrastructure are required to comply with the Build America, Buy America Act (BABA), including the following provisions:
- a. All iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- b. All manufactured products used in the project are produced in the United States-this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- c. All construction materials are manufactured in the United States-this means that all manufacturing processes for the construction material occurred in the United States.
 - The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

25. Investing in America

Grantees of an award for construction projects in whole or in part by the Bipartisan Infrastructure Law or the Inflation Reduction Act, including the following provision:

- a. Signage Requirements
 - a. Investing in America Emblem: The recipient will ensure that a sign is placed at construction sites supported in whole or in part by this award displaying the official Investing in America emblem and must identify the project as a "project funded by President Biden's Bipartisan

Infrastructure Law" or "project funded by President Biden's Inflation Reduction Act" as applicable. The sign must be placed at construction sites in an easily visible location that can be directly linked to the work taking place and must be maintained in good condition throughout the construction period.

The recipient will ensure compliance with the guidelines and design specifications provided by EPA for using the official Investing in America emblem available at:

https://www.epa.gov/invest/investing-america-signage.

b. Procuring Signs: Consistent with section 6002 of RCRA, 42 U.S.C. 6962, and 2 CFR 200.323, recipients are encouraged to use recycled or recovered materials when procuring signs. Signage costs are considered an allowable cost under this assistance agreement provided that the costs associated with signage are reasonable. Additionally, to increase public awareness of projects serving communities where English is not the predominant language, recipients are encouraged to translate the language on signs (excluding the official Investing in America emblem or EPA logo or seal) into the appropriate non-English language(s). The costs of such translation are allowable, provided the costs are reasonable.

26. Scrutinized Companies.

- a. Grantee certifies that it is not on the Scrutinized Companies that Boycott Israel List or engaged in a boycott of Israel. Pursuant to section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Grantee is found to have submitted a false certification; or if the Grantee is placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- b. If this Agreement is for more than one million dollars, the Grantee certifies that it is also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in section 287.135, F.S. Pursuant to section 287.135, F.S., the Department may immediately terminate this Agreement at its sole option if the Grantee is found to have submitted a false certification; or if the Grantee is placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.
- c. As provided in subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions, then they shall become inoperative.

27. Lobbying and Integrity.

The Grantee agrees that no funds received by it under this Agreement will be expended for the purpose of lobbying the Legislature or a State agency pursuant to section 216.347, F.S., except that pursuant to the requirements of section 287.058(6), F.S., during the term of any executed agreement between Grantee and the State, Grantee may lobby the executive or legislative branch concerning the scope of services, performance, term, or compensation regarding that agreement. The Grantee shall comply with sections 11.062 and 216.347, F.S.

28. Record Keeping.

The Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with United States generally accepted accounting principles (US GAAP) consistently applied. The Department, the State, or their authorized representatives shall have access to such records for audit purposes during the term of this Agreement and for five (5) years following the completion date or termination of the Agreement. In the event that any work is subcontracted, Grantee shall similarly require each subcontractor to maintain and allow access to such records for audit purposes. Upon request of Department's Inspector General, or other authorized State official, Grantee shall provide any type of information the Inspector General deems relevant to Grantee's integrity or responsibility. Such information may include, but shall not be limited to, Grantee's business or financial records, documents, or files of any type or form that refer to or relate to Agreement. The Grantee shall retain such records for the longer of: (1) three years after the expiration of the Agreement; or (2) the period required by the General Records Schedules maintained by the Florida Department of State (available at: http://dos.myflorida.com/library-archives/records-management/general-records-schedules/).

29. Audits.

a. <u>Inspector General</u>. The Grantee understands its duty, pursuant to section 20.055(5), F.S., to cooperate with the inspector general in any investigation, audit, inspection, review, or hearing. The Grantee will comply with this duty and ensure that its sub-grantees and/or subcontractors issued under this Agreement, if any, impose this requirement, in writing, on its sub-grantees and/or subcontractors, respectively.

- b. <u>Physical Access and Inspection</u>. Department personnel shall be given access to and may observe and inspect work being performed under this Agreement, with reasonable notice and during normal business hours, including by any of the following methods:
 - i. Grantee shall provide access to any location or facility on which Grantee is performing work, or storing or staging equipment, materials or documents;
 - ii. Grantee shall permit inspection of any facility, equipment, practices, or operations required in performance of any work pursuant to this Agreement; and,
 - iii. Grantee shall allow and facilitate sampling and monitoring of any substances, soils, materials or parameters at any location reasonable or necessary to assure compliance with any work or legal requirements pursuant to this Agreement.
- c. Special Audit Requirements. The Grantee shall comply with the applicable provisions contained in Attachment 5, Special Audit Requirements. Each amendment that authorizes a funding increase or decrease shall include an updated copy of Exhibit 1, to Attachment 5. If Department fails to provide an updated copy of Exhibit 1 to include in each amendment that authorizes a funding increase or decrease, Grantee shall request one from the Department's Grants Manager. The Grantee shall consider the type of financial assistance (federal and/or state) identified in Attachment 5, Exhibit 1 and determine whether the terms of Federal and/or Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. For federal financial assistance, Grantee shall utilize the guidance provided under 2 CFR §200.331 for determining whether the relationship represents that of a subrecipient or vendor. For State financial assistance, Grantee shall utilize the form entitled "Checklist for Nonstate Organizations Recipient/Subrecipient vs Vendor Determination" (form number DFS-A2-NS) that can be found under the "Links/Forms" section appearing at the following website: https://apps.fldfs.com/fsaa.
- d. Proof of Transactions. In addition to documentation provided to support cost reimbursement as described herein, Department may periodically request additional proof of a transaction to evaluate the appropriateness of costs to the Agreement pursuant to State guidelines (including cost allocation guidelines) and federal, if applicable. Allowable costs and uniform administrative requirements for federal programs can be found under 2 CFR 200. The Department may also request a cost allocation plan in support of its multipliers (overhead, indirect, general administrative costs, and fringe benefits). The Grantee must provide the additional proof within thirty (30) days of such request.
- e. No Commingling of Funds. The accounting systems for all Grantees must ensure that these funds are not commingled with funds from other agencies. Funds from each agency must be accounted for separately. Grantees are prohibited from commingling funds on either a program-by-program or a project-by-project basis. Funds specifically budgeted and/or received for one project may not be used to support another project. Where a Grantee's, or subrecipient's, accounting system cannot comply with this requirement, Grantee, or subrecipient, shall establish a system to provide adequate fund accountability for each project it has been awarded.
 - i. If Department finds that these funds have been commingled, Department shall have the right to demand a refund, either in whole or in part, of the funds provided to Grantee under this Agreement for non-compliance with the material terms of this Agreement. The Grantee, upon such written notification from Department shall refund, and shall forthwith pay to Department, the amount of money demanded by Department. Interest on any refund shall be calculated based on the prevailing rate used by the State Board of Administration. Interest shall be calculated from the date(s) the original payment(s) are received from Department by Grantee to the date repayment is made by Grantee to Department.
 - ii. In the event that the Grantee recovers costs, incurred under this Agreement and reimbursed by Department, from another source(s), Grantee shall reimburse Department for all recovered funds originally provided under this Agreement and interest shall be charged for those recovered costs as calculated on from the date(s) the payment(s) are recovered by Grantee to the date repayment is made to Department.
 - iii. Notwithstanding the requirements of this section, the above restrictions on commingling funds do not apply to agreements where payments are made purely on a cost reimbursement basis.

30. Conflict of Interest.

The Grantee covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of services required.

31. Independent Contractor.

The Grantee is an independent contractor and is not an employee or agent of Department.

32. Subcontracting.

- a. Unless otherwise specified in the Special Terms and Conditions, all services contracted for are to be performed solely by Grantee.
- b. The Department may, for cause, require the replacement of any Grantee employee, subcontractor, or agent. For cause, includes, but is not limited to, technical or training qualifications, quality of work, change in security status, or non-compliance with an applicable Department policy or other requirement.
- c. The Department may, for cause, deny access to Department's secure information or any facility by any Grantee employee, subcontractor, or agent.
- d. The Department's actions under paragraphs b. or c. shall not relieve Grantee of its obligation to perform all work in compliance with the Agreement. The Grantee shall be responsible for the payment of all monies due under any subcontract. The Department shall not be liable to any subcontractor for any expenses or liabilities incurred under any subcontract and Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under any subcontract.
- e. The Department will not deny Grantee's employees, subcontractors, or agents access to meetings within the Department's facilities, unless the basis of Department's denial is safety or security considerations.
- f. The Department supports diversity in its procurement program and requests that all subcontracting opportunities afforded by this Agreement embrace diversity enthusiastically. The award of subcontracts should reflect the full diversity of the citizens of the State. A list of minority-owned firms that could be offered subcontracting opportunities may be obtained by contacting the Office of Supplier Diversity at (850) 487-0915.
- g. The Grantee shall not be liable for any excess costs for a failure to perform, if the failure to perform is caused by the default of a subcontractor at any tier, and if the cause of the default is completely beyond the control of both Grantee and the subcontractor(s), and without the fault or negligence of either, unless the subcontracted products or services were obtainable from other sources in sufficient time for Grantee to meet the required delivery schedule.

33. Guarantee of Parent Company.

If Grantee is a subsidiary of another corporation or other business entity, Grantee asserts that its parent company will guarantee all of the obligations of Grantee for purposes of fulfilling the obligations of Agreement. In the event Grantee is sold during the period the Agreement is in effect, Grantee agrees that it will be a requirement of sale that the new parent company guarantee all of the obligations of Grantee.

34. Survival.

The respective obligations of the parties, which by their nature would continue beyond the termination or expiration of this Agreement, including without limitation, the obligations regarding confidentiality, proprietary interests, and public records, shall survive termination, cancellation, or expiration of this Agreement.

35. Third Parties.

The Department shall not be deemed to assume any liability for the acts, failures to act or negligence of Grantee, its agents, servants, and employees, nor shall Grantee disclaim its own negligence to Department or any third party. This Agreement does not and is not intended to confer any rights or remedies upon any person other than the parties. If Department consents to a subcontract, Grantee will specifically disclose that this Agreement does not create any third-party rights. Further, no third parties shall rely upon any of the rights and obligations created under this Agreement.

36. Severability.

If a court of competent jurisdiction deems any term or condition herein void or unenforceable, the other provisions are severable to that void provision, and shall remain in full force and effect.

37. Grantee's Employees, Subcontractors and Agents.

All Grantee employees, subcontractors, or agents performing work under the Agreement shall be properly trained technicians who meet or exceed any specified training qualifications. Upon request, Grantee shall furnish a copy of technical certification or other proof of qualification. All employees, subcontractors, or agents performing work under Agreement must comply with all security and administrative requirements of Department and shall comply with all controlling laws and regulations relevant to the services they are providing under the Agreement.

38. Assignment.

The Grantee shall not sell, assign, or transfer any of its rights, duties, or obligations under the Agreement, or under any purchase order issued pursuant to the Agreement, without the prior written consent of Department. In the event of any assignment, Grantee remains secondarily liable for performance of the Agreement, unless Department expressly waives such secondary liability. The Department may assign the Agreement with prior written notice to Grantee of its intent to do so.

39. Compensation Report.

If this Agreement is a sole-source, public-private agreement or if the Grantee, through this agreement with the State, annually receive 50% or more of their budget from the State or from a combination of State and Federal funds, the

Grantee shall provide an annual report, including the most recent IRS Form 990, detailing the total compensation for the entities' executive leadership teams. Total compensation shall include salary, bonuses, cashed-in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. The Grantee must also inform the Department of any changes in total executive compensation between the annual reports. All compensation reports must indicate what percent of compensation comes directly from the State or Federal allocations to the Grantee.

40. Execution in Counterparts and Authority to Sign.

This Agreement, any amendments, and/or change orders related to the Agreement, may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument. In accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION Special Terms and Conditions AGREEMENT NO. 23PLN67

ATTACHMENT 2

These Special Terms and Conditions shall be read together with general terms outlined in the Standard Terms and Conditions, Attachment 1. Where in conflict, these more specific terms shall apply.

1. Scope of Work.

The Project funded under this Agreement is the City of Bushnell Vulnerability Assessment. The Project is defined in more detail in Attachment 3, Grant Work Plan.

2. Duration.

- a. Reimbursement Period. The reimbursement period for this Agreement is the same as the term of the Agreement.
- b. Extensions. There are extensions available for this Project.
- c. <u>Service Periods.</u> Additional service periods may be added in accordance with 2.a above and are contingent upon proper and satisfactory technical and administrative performance by the Grantee and the availability of funding.

3. Payment Provisions.

- a. <u>Compensation.</u> This is a cost reimbursement Agreement. The Grantee shall be compensated under this Agreement as described in Attachment 3.
- b. <u>Invoicing.</u> Invoicing will occur as indicated in Attachment 3.
- c. Advance Pay. Advance Pay is not authorized under this Agreement.

4. Cost Eligible for Reimbursement or Matching Requirements.

Reimbursement for costs or availability for costs to meet matching requirements shall be limited to the following budget categories, as defined in the Reference Guide for State Expenditures, as indicated:

Reimbursement	<u>Match</u>	Category
		Salaries/Wages
		Overhead/Indirect/General and Administrative Costs:
		a. Fringe Benefits, N/A.
		b. Indirect Costs, N/A.
\boxtimes		Contractual (Subcontractors)
		Travel, in accordance with Section 112, F.S.
		Equipment
		Rental/Lease of Equipment
		Miscellaneous/Other Expenses
		Land Acquisition

5. Equipment Purchase.

No Equipment purchases shall be funded under this Agreement.

6. Land Acquisition.

There will be no Land Acquisitions funded under this Agreement.

7. Match Requirements

There is no match required on the part of the Grantee under this Agreement.

8. Insurance Requirements

Required Coverage. At all times during the Agreement the Grantee, at its sole expense, shall maintain insurance coverage of such types and with such terms and limits described below. The limits of coverage under each policy maintained by the Grantee shall not be interpreted as limiting the Grantee's liability and obligations under the Agreement. All insurance policies shall be through insurers licensed and authorized to issue policies in Florida, or alternatively, Grantee may provide coverage through a self-insurance program established and operating under the laws of Florida. Additional insurance requirements for this Agreement may be required elsewhere in this Agreement, however the minimum insurance requirements applicable to this Agreement are:

a. Commercial General Liability Insurance.

The Grantee shall provide adequate commercial general liability insurance coverage and hold such liability insurance at all times during the Agreement. The Department, its employees, and officers shall be named as an additional insured on any general liability policies. The minimum limits shall be \$250,000 for each occurrence and \$500,000 policy aggregate.

b. Commercial Automobile Insurance.

If the Grantee's duties include the use of a commercial vehicle, the Grantee shall maintain automobile liability, bodily injury, and property damage coverage. Insuring clauses for both bodily injury and property damage shall provide coverage on an occurrence basis. The Department, its employees, and officers shall be named as an additional insured on any automobile insurance policy. The minimum limits shall be as follows:

\$200,000/300,000 Automobile Liabilit \$200.000/300,000 Hired and Non-own

Automobile Liability for Company-Owned Vehicles, if applicable Hired and Non-owned Automobile Liability Coverage

Workers' Compensation and Employer's Liability Coverage.

The Grantee shall provide workers' compensation, in accordance with Chapter 440, F.S. and employer liability coverage with minimum limits of \$100,000 per accident, \$100,000 per person, and \$500,000 policy aggregate. Such policies shall cover all employees engaged in any work under the Grant.

d. Other Insurance, None.

9. Quality Assurance Requirements.

There are no special Quality Assurance requirements under this Agreement.

10. Retainage.

No retainage is required under this Agreement.

11. Subcontracting.

The Grantee may subcontract work under this Agreement without the prior written consent of the Department's Grant Manager except for certain fixed-price subcontracts pursuant to this Agreement, which require prior approval. The Grantee shall submit a copy of the executed subcontract to the Department prior to submitting any invoices for subcontracted work. Regardless of any subcontract, the Grantee is ultimately responsible for all work to be performed under this Agreement.

12. State-owned Land.

The work will not be performed on State-owned land.

13. Office of Policy and Budget Reporting.

There are no special Office of Policy and Budget reporting requirements for this Agreement.

14. Common Carrier.

- a. Applicable to contracts with a common carrier firm/person/corporation that as a regular business transports people or commodities from place to place. If applicable, Contractor must also fill out and return PUR 1808 before contract execution. If Contractor is a common carrier pursuant to section 908.111(1)(a), Florida Statutes, the Department will terminate this contract immediately if Contractor is found to be in violation of the law or the attestation in PUR 1808.
- b. Applicable to solicitations for a common carrier Before contract execution, the winning Contractor(s) must fill out and return PUR 1808, and attest that it is not willfully providing any service in furtherance of transporting a person into this state knowing that the person unlawfully present in the United States according to the terms of the federal Immigration and Nationality Act, 8 U.S.C. ss. 1101 et seq. The

Department will terminate a contract immediately if Contractor is found to be in violation of the law or the attestation in PUR 1808.

15. Additional Terms.

<u>Documentary Evidence Requirement for Subcontractor(s)</u>. If any work associated with this Agreement is completed by a subcontractor(s), the Grantee shall require that such subcontractor(s) submit documentary evidence (e.g., workshop agendas; meeting recordings) to Grantee demonstrating that the subcontractor(s) has fully performed its Project obligation(s). The Grantee shall forward copies of all such documentary evidence to the Department with the Grantee's relevant deliverable(s), using the approved Project Timeline set forth in Attachment 3 to this Agreement (Grant Work Plan).

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION GRANT WORK PLAN AGREEMENT NO. 23PLN67

ATTACHMENT 3

PROJECT TITLE: City of Bushnell Vulnerability Assessment

PROJECT LOCATION: The Project is located in the City of Busnell within Sumter County, Florida.

PROJECT DESCRIPTION:

The City of Bushnell (Grantee) will complete the City of Bushnell Vulnerability Assessment Project (Project) to include a comprehensive Vulnerability Assessment (VA) pursuant to Section 380.093, Florida Statutes (F.S.), as well as develop an Adaptation Plan. The Project will include stakeholder engagement.

TASKS AND DELIVERABLES:

Task 1: Kick Off Meeting

Description: The Grantee will develop an overall project management plan and address initial actions and then conduct a kick-off meeting for the project. Meeting attendees should discuss the project scope, project goals, schedule, key milestones, and deliverables in order to develop a consistent project approach.

Deliverables: The Grantee will provide the following:

- 1.1: Meeting agenda to include location, date, and time of meeting;
- 1.2: Meeting sign-in sheets or attendance records with attendee names and affiliation:
- 1.3: A copy of the presentation(s) and any materials created for distribution at the meeting, as applicable; and
- 1.4: Kick-off meeting minutes, which documents all decisions and agreed upon outcomes of the meeting.

Task 2: Acquire Background Data

Description: The Grantee will research and compile the data needed to perform the VA based on the requirements as defined in Section 380.093, F.S. Three main categories of data are required to perform a VA: 1) critical and regionally significant asset inventory, 2) topographic data, and 3) flood scenario-related data. GIS metadata should incorporate a layer for each of the four asset classes as defined in paragraphs 380.093(2)(a)1-4, F.S. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata. Sea level rise projection data shall include the 2017 National Oceanic and Atmospheric Administration (NOAA) intermediate-high and intermediate-low projections for 2040 and 2070, at a minimum. Other projections can be used at the Grantees discretion. Storm surge data used must be equal to or exceed the 100-year return period (1% annual chance) flood event. In the process of researching background data, the Grantee shall identify data gaps, where missing data or low-quality information may limit the VA's extent or reduce the accuracy of the results. The Grantee shall rectify any gaps of necessary data.

Deliverables: The Grantee will provide the following:

• 2.1: A technical report to outline the data compiled and findings of the gap analysis;

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- 2.2: A summary report to include recommendations to address the identified data gaps and actions taken to rectify them, if applicable; and
- 2.3: GIS files with appropriate metadata of the data compiled, to include locations of critical assets owned or maintained by the Grantee as well as regionally significant assets that are classified and as defined in paragraphs 380.093(2)(a)1-4, F.S.

Task 3: Exposure Analysis

Description: The Grantee will perform an exposure analysis to identify the depth of water caused by each sea level rise, storm surge, and/or flood scenario. The water surface depths (i.e. flood scenarios) used to evaluate assets shall include the following data: tidal flooding, current and future storm surge flooding, rainfall-induced flooding, and compound flooding, all as applicable, as well as the scenarios and standards used for the exposure analysis shall be pursuant to s. 380.093, F.S. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata.

Deliverables: The Grantee will provide the following:

- 3.1: A draft VA report that provides details on the modeling process, type of models utilized, and resulting tables and maps illustrating flood depths for each flood scenario; and
- 3.2: GIS files with results of the exposure analysis for each flood scenario as well as the appropriate metadata that identifies the methods used to create the flood layers.

Task 4: Sensitivity Analysis

Description: The Grantee will perform the sensitivity analysis to measure the impact of flooding on assets and to apply the data from the exposure analysis to the inventory of critical assets created in the Acquire Background Data Task. The sensitivity analysis should include an evaluation of the impact of flood severity on each asset class and at each flood scenario and assign a risk level based on percentages of land area inundated and number of critical assets affected.

Deliverables: The Grantee will provide the following:

- 4.1: An updated draft VA report that provides details on the findings of the exposure analysis and the sensitivity analysis, and includes visual presentation of the data via maps and tables, based on the statutorily-required scenarios and standards; and
- 4.2: An initial list of critical and regionally significant assets that are impacted by flooding. The list of critical and regionally significant assets must be prioritized by area or immediate need and must identify which flood scenario(s) impacts each asset.

Task 5: Identify Focus Areas

Description: The Grantee will identify focus areas, following the guidelines in Chapter 2 of the Florida Adaptation Planning Guidebook. Based on the exposure and sensitivity analyses, the Grantee may assign focus areas to locations or assets that are particularly vulnerable and require the development of adaptation strategies. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata.

Deliverables: The Grantee will provide the following:

• 5.1: A report summarizing the areas identified as focus areas, with justification for choosing each area:

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- 5.2: Tables listing each focus area with any critical assets that are contained inside the focus area;
- 5.3: Maps illustrating the location of each focus area compared to the location of all critical assets within the geographic extent of the study; and
- 5.4: GIS files and associated metadata illustrating geographic boundaries of the identified focus areas.

Task 6: Final Vulnerability Assessment Report, Maps, and Tables

Description: The Grantee will finalize the VA report pursuant to the requirements in s. 380.093, F.S. The final VA must include all results from the exposure and sensitivity analyses, as well as a summary of identified risks and assigned focus areas. It should contain a list of critical and regionally significant assets that are impacted by flooding and sea-level rise, specifying for each asset the flood scenario(s) impacting the asset. GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (Exhibit I), and raw data sources shall be defined within the associated metadata.

Deliverables: The Grantee will provide the following:

- 6.1: Final Vulnerability Assessment Report that provides details on the results and conclusions, including illustrations via maps and tables, based on the statutorily-required scenarios and standards in s. 380.093, F.S.;
- 6.2: A final list of critical and regionally significant assets that are impacted by flooding. The list of critical and regionally significant assets must be prioritized by area or immediate need and must identify which flood scenario(s) impacts each asset.;
- 6.3: All electronic mapping data used to illustrate flooding and sea level rise impacts identified in the VA, to include the geospatial data in an electronic file format and GIS metadata; and
- 6.4: A signed Vulnerability Assessment Compliance Checklist Certification (Exhibit I).

Task 7: Public Presentation

Description: The Grantee will present the final VA results to local governing boards, technical committees, or other appropriate officers and elected officials. The purpose of the presentation is to share the findings from the final VA and provide recommendations of actions for adaptation strategies and future project funding. The presentation will also inform the public of the results and the future risk of sea level rise and increased flooding and encourage community participation when identifying mitigation strategies to address the flooding vulnerabilities. The Grantee will prepare all social media notifications, meeting invitations, meeting materials, presentations, and graphics utilized during the meeting, as applicable.

Deliverables: The Grantee will provide the following:

- 7.1: Meeting agendas to include location, date, and time of meeting;
- 7.2: Meeting sign-in sheets with attendee names and affiliation (i.e. local stakeholder, resident, steering committee member, local government staff);
- 7.3: A copy of the presentation(s) and any materials created in preparation of or for distribution at the meeting (i.e. social media posts, public announcements, graphics), as applicable;
- 7.4: A copy of the file or weblink of the video or audio recording from the meeting, if applicable;
- 7.5: A summary report including attendee input and meeting outcomes.

Task 8: Local Mitigation Strategy

DEP Agreement No.: 23PLN67 Page 3 of 5 **Description:** The results of the VA can be used to inform a Local Mitigation Strategy (LMS) as required by the Florida Division of Emergency Management (FDEM). The LMS is usually developed at the county level and serves to reduce the risks associated with natural and man-made disasters, including sea level rise. The Grantee will work with the Local Mitigation Strategy Working Group (LMSWG) to ensure the Vulnerability Assessment Report is in alignment with the existing county LMS Plan and will be utilized during the planning process of future county LMS Plan updates.

Deliverables: The Grantee will submit a letter to the Department and FDEM Mitigation Bureau Planning Unit, signed by the LMSWG Chair, or Designee, to include the following:

- VA Report will be incorporated as a reference in updating the next iteration of the LMS Plan, i.e., utilized in the next five-year update;
- VA Report will be included as an appendix to the next iteration of the LMS Plan; and
- The entity/entities that composed the VA report will be involved with the LMSWG through any of the following: at a minimum, be added to the contact list, attend meetings, participate in the planning process of the next major update; participate in the adoption of the LMS plan; and submit projects to the LMSWG to be included on LMS Prioritized Project List.

Task 9: Adaptation Plan

Description: The Grantee will complete an Adaptation Plan (AP) that is consistent with the Florida Adaptation Planning Guidebook and includes the following: assessment of adaptive capacities, prioritization of adaptation needs, and identification of adaptation strategies. The Grantee may also include optional subtasks such as identifying adaptation action areas, stakeholder engagement, and integrating the proposed AP into existing APs. The AP will also include a list of prioritized projects for each asset class as defined in subsection 380.093(2), F.S., for consideration and implementation.

Deliverables: The Grantee will provide the final Adapatation Plan or Report.

PERFORMANCE MEASURES: The Grantee will submit all deliverables for each task to the Department's Grant Manager on or before the Task Due Date listed in the Project Timeline. The Department's Grant Manager will review the deliverable(s) to verify that they meet the specifications in the Grant Work Plan and the task description, to include any work being performed by any subcontractor(s), and will provide written acceptance or denial of the deliverable(s) to the Grantee within thirty (30) calendar days. Tasks may include multiple deliverables to be completed. The Department will accept partial and full deliverables. Incomplete deliverables will not be accepted. A "partial deliverable" is defined as a deliverable consisting of one (1) or more (but not all) subcomponents listed in the deliverable list for a single task, where such subcomponent(s) are delivered to the Department at one hundred percent (100%) completion. A "full deliverable" is defined as a deliverable comprising all subcomponents listed in the deliverable list for a single task, all delivered to the Department at one hundred percent (100%) completion. An "incomplete deliverable" is defined as a deliverable for which one hundred percent (100%) completion has not been achieved for any of the subcomponents listed in the deliverable list for a single task. A task is considered one hundred percent (100%) complete upon the Department's receipt and approval of all deliverable(s) listed within the task and the Department's approval provided by the Deliverable Acceptance Letter.

CONSEQUENCES FOR NON-PERFORMANCE: For each task deliverable not received by the Department at one hundred percent (100%) completion and by the specified due date listed in the Agreement's most recent Project Timeline, the Department will reduce the relevant Task Funding Amount(s) paid to Grantee in proportion to the percentage of the deliverable(s) not fully completed and/or submitted to the Department in a timely manner.

DEP Agreement No.: 23PLN67 Page 4 of 5 PAYMENT REQUEST SCHEDULE: Following the Grantee's full or partial completion of a task's deliverable(s) and acceptance by the Department's Grant Manager, the Grantee may submit a payment request for cost reimbursement using the Exhibit C, Payment Request Summary Form. All payment requests must be accompanied by the Deliverable Acceptance Letter; the Exhibit A, Progress Report Form, detailing all progress made in the invoice period; and supporting fiscal documentation including match, if applicable. Interim payments will not be accepted. Upon the Department's receipt of the aforementioned documents and supporting fiscal documentation, the Department's Grant Manager will have ten (10) working days to review and approve or deny the payment request.

PROJECT TIMELINE AND BUDGET DETAIL: The tasks must be completed by, and all deliverables received by, the corresponding task due date listed in the table below. Cost-reimbursable grant funding must not exceed the budget amounts indicated below. Requests for any change(s) must be submitted prior to the current task due date listed in the Project Timeline. Requests are to be sent via email to the Department's Grant Manager, with the details of the request and the reason for the request made clear.

Task No.	Task Title	Budget Category	DEP Amount	Match Amount	Total Amount	Task Start Date	Task Due Date
1	Kick Off Meeting	Contractual Services	\$5,000	\$0	\$5,000	Upon Execution	6/30/2026
2	Acquire Background Data	Contractual Services	\$20,000	\$0	\$20,000	Upon Execution	6/30/2026
3	Exposure Analysis	Contractual Services	\$15,000	\$0	\$15,000	Upon Execution	6/30/2026
4	Sensitivity Analysis	Contractual Services	\$15,000	\$0	\$15,000	Upon Execution	6/30/2026
5	Identify Focus Areas	Contractual Services	\$10,000	\$0	\$10,000	Upon Execution	6/30/2026
6	Final Vulnerability Assessment Report, Maps, and Tables	Contractual Services	\$10,000	\$0	\$10,000	Upon Execution	6/30/2026
7	Public Presentation	Contractual Services	\$5,000	\$0	\$5,000	Upon Execution	6/30/2026
8	Local Mitigation Strategy	Contractual Services	\$5,000	\$0	\$5,000	Upon Execution	6/30/2026
9	Adaptation Plan	Contractual Services	\$15,000	\$0	\$15,000	Upon Execution	6/30/2026
		Total:	\$100,000	\$0	\$100,0000		

DEP Agreement No.: 23PLN67 Page 5 of 5

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION Public Records Requirements

Attachment 4

1. Public Records.

- a. If the Agreement exceeds \$35,000.00, and if Grantee is acting on behalf of Department in its performance of services under the Agreement, Grantee must allow public access to all documents, papers, letters, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by Grantee in conjunction with the Agreement (Public Records), unless the Public Records are exempt from section 24(a) of Article I of the Florida Constitution or section 119.07(1), F.S.
- b. The Department may unilaterally terminate the Agreement if Grantee refuses to allow public access to Public Records as required by law.
- **2.** Additional Public Records Duties of Section 119.0701, F.S., If Applicable. For the purposes of this paragraph, the term "contract" means the "Agreement." If Grantee is a "contractor" as defined in section 119.0701(1)(a), F.S., the following provisions apply and the contractor shall:
- a. Keep and maintain Public Records required by Department to perform the service.
- b. Upon request, provide Department with a copy of requested Public Records or allow the Public Records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- c. A contractor who fails to provide the Public Records to Department within a reasonable time may be subject to penalties under section 119.10, F.S.
- d. Ensure that Public Records that are exempt or confidential and exempt from Public Records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the Public Records to Department.
- e. Upon completion of the contract, transfer, at no cost, to Department all Public Records in possession of the contractor or keep and maintain Public Records required by Department to perform the service. If the contractor transfers all Public Records to Department upon completion of the contract, the contractor shall destroy any duplicate Public Records that are exempt or confidential and exempt from Public Records disclosure requirements. If the contractor keeps and maintains Public Records upon completion of the contract, the contractor shall meet all applicable requirements for retaining Public Records. All Public Records stored electronically must be provided to Department, upon request from Department's custodian of Public Records, in a format specified by Department as compatible with the information technology systems of Department. These formatting requirements are satisfied by using the data formats as authorized in the contract or Microsoft Word, Outlook, Adobe, or Excel, and any software formats the contractor is authorized to access.
- f. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, F.S., TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS AT:

Telephone: (850) 245-2118

Email: public.services@floridadep.gov

Mailing Address: Department of Environmental Protection

ATTN: Office of Ombudsman and Public Services

Public Records Request

3900 Commonwealth Boulevard, MS 49

Tallahassee, Florida 32399

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

Special Audit Requirements (State and Federal Financial Assistance)

Attachment 5

The administration of resources awarded by the Department of Environmental Protection (which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the agreement) to the recipient (which may be referred to as the "Recipient", "Grantee" or other name in the agreement) may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

MONITORING

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by DEP Department staff, limited scope audits as defined by 2 CFR 200.425, or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR §200.330

- 1. A recipient that expends \$750,000 or more in Federal awards in its fiscal year, must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. EXHIBIT 1 to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of Environmental Protection. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR 200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200.514 will meet the requirements of this part.
- 2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508-512.
- 3. A recipient that expends less than \$750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F-Audit Requirements. If the recipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F-Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other federal entities.
- 4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at https://sam.gov/content/assistance-listings.

PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

- 1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this form lists the state financial assistance awarded through the Department of Environmental Protection by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
- 2. In connection with the audit requirements addressed in Part II, paragraph 1; 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), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
- 3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal year ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its 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 non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
- 4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at https://apps.fldfs.com/fsaa for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at http://www.nyflorida.com/, State of Florida's website at http://www.myflorida.com/, Department of Financial Services' Website at http://www.myflorida.com/, a recipient should access the Florida Services of Florida's website at http://www.myflorida.com/, Department of Financial Services' Website at http://www.myflorida.com/, and the Auditor General's Website at http://www.myflorida.com/, and a http://www.myflorida.com/

PART III: OTHER AUDIT REQUIREMENTS

(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)

PART IV: REPORT SUBMISSION

- 1. Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and required by PART I of this form shall be submitted, when required by 2 CFR 200.512, by or on behalf of the recipient <u>directly</u> to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR 200.36 and 200.512
 - A. The Federal Audit Clearinghouse designated in 2 CFR §200.501(a) (the number of copies required by 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:

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By Mail:

Federal Audit Clearinghouse Bureau of the Census 1201 East 10th Street Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at http://harvester.census.gov/facweb/

- 2. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient <u>directly</u> to each of the following:
 - A. The Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection Office of Inspector General, MS 40 3900 Commonwealth Boulevard Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

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

Auditor General Local Government Audits/342 Claude Pepper Building, Room 401 111 West Madison Street Tallahassee, Florida 32399-1450

The Auditor General's website (http://flauditor.gov/) provides instructions for filing an electronic copy of a financial reporting package.

Copies of reports or management letters required by PART III of this Attachment shall be submitted by or
on behalf of the recipient <u>directly</u> to the Department of Environmental Protection at one of the following
addresses:

By Mail:

Audit Director

Florida Department of Environmental Protection Office of Inspector General, MS 40 3900 Commonwealth Boulevard Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

4. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with 2 CFR 200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

5. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with 2 CFR 200, Subpart F-Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (non and for-profit organizations), Rules of the Auditor General, should indicate the date and the reporting package was delivered to the recipient correspondence accompanying the reporting package.

PART V: RECORD RETENTION

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award and this Agreement for a period of five (5) years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of three (3) years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

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EXHIBIT - 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Note: If the <u>resources</u> awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded

Federal Program A	Federal Agency	CFDA Number	ment Consist of the Following: CFDA Title	Funding Amount	State Appropriation Category
Original Agreement	U.S. Department of Treasury	21.027	SLFRP0125	\$100,000.00	197-H 23
Federal Program B	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				S	

Note: Of the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:

Federal Program A	First Compliance requirement: i.e.: (what services of purposes resources must be used for)
	Second Compliance requirement: i.e.:(eligibility requirement for recipients of the resources)
	Etc.
	Etc.
Federal Program B	First Compliance requirement: i.e.: (what services of purposes resources must be used for)
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)
	Etc.
	Etc.

Attachment 5, Exhibit 1 5 of 6

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Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.

Federal Program A	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category
Federal Program B	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.

State Program A	State Awarding Agency	State Fiscal Year ¹	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
State Program B	State Awarding Agency	State Fiscal Year ²	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category

Total Award \$100,000.00

Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [https://sam.gov/content/assistance-listings] and/or the Florida Catalog of State Financial Assistance (CSFA) [https://apps.fldfs.com/fsaa/searchCatalog.aspx], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [https://apps.fldfs.com/fsaa/state_project_compliance.aspx]. The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

Attachment 5, Exhibit 1 6 of 6

BGS-DEP 55-21:

¹ Subject to change by Change Order.

² Subject to change by Change Order.

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION PROGRAM-SPECIFIC REQUIREMENTS RESILIENT FLORIDA PROGRAM

ATTACHMENT 6

- Sea Level Impact Projection Study Requirement. If the project is within the designated area, pursuant to Section 161.551, F.S. and Chapter 62S-7, Florida Administrative Code, the Grantee is responsible for performing a Sea Level Impact Projection (SLIP) study and submitting the resulting report to the Department. The SLIP study report must be received by the Department, approved by the Department, and be published on the Department's website for at least thirty (30) days before construction can commence. This rule went into effect July 1, 2021, and applies to certain state-funded construction projects located in the coastal building zone as defined in the rule.
- 2. Permits. The Grantee acknowledges that receipt of this grant does not imply nor guarantee that a federal, state, or local permit will be issued for a particular activity. The Grantee agrees to ensure that all necessary permits are obtained prior to implementation of any grant-funded activity that may fall under applicable federal, state, or local laws. Further, the Grantee shall abide by all terms and conditions of each applicable permit for any grant-funded activity. Upon request, the Grantee must provide a copy of all acquired and approved permits for the project.
- Attachment 3, Grant Work Plan, Performance Measures. All deliverables and reports submitted to the
 Department should be submitted electronically and must be compliant with the Americans with Disabilities
 Act, also known as "508 Compliant," in all formats provided.
- 4. <u>Copyright, Patent and Trademark.</u> The Department reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for state government purposes:
 - a. The copyright in any work developed under this Agreement; and
 - Any rights or copyright to which the Grantee or subcontractor purchases ownership with grant support.
- 5. Grant funds may not be used to support ongoing efforts to comply with legal requirements, including permit conditions, mitigation, and settlement agreements.
- 6. Funding Source. With the exception of audiovisuals not intended for presentation to the general public that are produced either as research instruments or for documenting experimentation or findings (unless otherwise required under the special terms of this Agreement), Grantee agrees to include the Department's logo (which can be found on the Department's website at: https://floridadep.gov or by contacting the Grant Manager for a copy) on all publications, printed reports, maps, audiovisuals (including videos, slides, and websites), and similar materials, as well as the following language:

"This work was funded in part through a grant agreement from the Florida Department of Environmental Protection's Office of Resilience and Coastal Protection Resilient Florida Program. The views, statements, findings, conclusions, and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its subagencies."

The next printed line must identify the month and year of the publication.

7. <u>Final Project Report</u>. The Grantee must submit Exhibit F, Final Project Report Form, prior to requesting final payment. The Final Project Report may be submitted in lieu of the final quarterly status report, only in instances where the next quarterly report falls after the project's completion date.

- 8. <u>Project Photos</u>. The Grantee must submit Exhibit G, Photo Release Form, with the first submission of deliverables and reports (Exhibit A and F) that include photos.
- Contractual Services. For all grant agreements that include Contractual Services as an expenditure category, the Grantee must submit Exhibit H, Contractual Services Certification, and all required supporting documentation for all contractors conducting work under the grant agreement, prior to requesting payment that includes contractual services.
- 10. <u>Vulnerability Assessments</u>. For all Planning grant agreements (Resilient Florida Grant Program and Regional Resilience Entities), the Grantee must submit Exhibit I, Vulnerability Assessment Compliance Checklist Certification, with the final grant deliverable(s).
- 11. Geographic Information System (GIS) files and associated metadata. All GIS files and associated metadata must adhere to the Resilient Florida Program's GIS Data Standards (found on the Resilient Florida Program website: https://floridadep.gov/rcp/resilient-florida-program/documents/resilient-florida-program-gis-data-standards), and raw data sources shall be defined within the associated metadata.
- 12. <u>State and Local Fiscal Recovery Funds</u>. For all grant agreements funded with the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) under the American Rescue Plan Act, the Grantee must submit the SLFRF Reporting Requirements Form upon execution of the grant agreement.

ATTACHMENT 8

Contract Provisions for Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Agreements

The Department, as a Non-Federal Entity as defined by 2 CFR §200.69, shall comply with the following provisions, where applicable. For purposes of this Grant Agreement between the Department and the Grantee, the term "Recipient" shall mean "Grantee."

Further, the Department, as a pass-through entity, also requires the Grantee to pass on these requirements to all lower tier subrecipients/contractors, and to comply with the provisions of the award, the SLFRF implementing regulation, including applicable provisions of the OMB Uniform Guidance (2 CFR Part 200), and all associated terms and conditions. Therefore, Grantees must include these requirements in all related subcontracts and/or sub-awards. Grantees can include these requirements by incorporating this Attachment in the related subcontract and/or sub-awards, however for all such subcontracts and sub-awards, the Grantee shall assume the role of the Non-Federal Entity and the subrecipients shall assume the role of the Recipient.

2 CFR PART 200 APPENDIX 2 REQUIREMENTS

1. Administrative, Contractual, and Legal Remedies

The following provision is required if the Agreement is for more than \$150,000. In addition to any of the remedies described elsewhere in the Agreement, if the Recipient materially fails to comply with the terms and conditions of this Contract, including any Federal or State statutes, rules, or regulations, applicable to this Contract, the Non-Federal Entity may take one or more of the following actions.

- A. Temporarily withhold payments pending correction of the deficiency by the Recipient.
- B. Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
- C. Wholly or partly suspend or terminate this Contract.
- D. Take other remedies that may be legally available.

The remedies identified above, do not preclude the Recipient from being subject to debarment and suspension under Presidential Executive Orders 12549 and 12689. The Non-Federal entity shall have the right to demand a refund, either in whole or part, of the funds provided to the Recipient for noncompliance with the terms of this Agreement.

2. Termination for Cause and Convenience

Termination for Cause and Convenience are addressed elsewhere in the Agreement.

3. Equal Opportunity Clause

The following provision applies if the agreement meets the definition of "federally assisted construction contract" as defined by 41 CFR Part 60-1.3:

During the performance of this Agreement, the Recipient agrees as follows:

- A. The Recipient will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Recipient will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:
 - i. Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Recipient agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- B. The Recipient will, in all solicitations or advertisements for employees placed by or on behalf of the Recipient, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- C. The Recipient will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's

- essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Recipient's legal duty to furnish information.
- D. The Recipient will send to each labor union or representative of workers with which he has a collective bargaining agreement or other Agreement or understanding, a notice to be provided advising the said labor union or workers' representatives of the Recipient's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- E. The Recipient will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- F. The Recipient will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- G. In the event of the Recipient's noncompliance with the nondiscrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Recipient may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- H. The Recipient will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Recipient will take such action with respect to any subcontractor purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

4. Contract Work Hours and Safety Standards Act

Where applicable, if the Agreement is in excess of \$100,000 and involves the employment of mechanics or laborers, the Recipient must comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each Recipient must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. Rights to Inventions Made Under Agreement

If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the Non-Federal Entity or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the Non-Federal Entity or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Clean air Act (42 U.S. C. 7401-7671q.), the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), and EPA Regulations

If the Agreement is in excess of \$100,000, the Recipient shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control

Act as amended (33 U.S.C. 1251-1387), and by the EPA (40 CFR Part 15). Violations must be reported to the Federal Awarding Agency and the Regional Office of the Environmental Protection Agency (EPA).

i. The Grantee shall include these requirements for the Clean Air Act and the Federal Water Pollution Act in each subcontract exceeding \$100,000 financed in whole or in part with SLFRF funds.

7. Debarment and Suspension (Executive Orders 12549 and 12689)

The Recipient certifies that it is not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 and 2 CF 1200 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension."

8. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)

The Recipient certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. If applicable, the Recipient shall disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award, using form SF-LLL, available at:

https://apply07.grants.gov/apply/forms/sample/SFLLL 1 2 P-V1.2.pdf.

- i. Grantees who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier, up to the recipient.
- 9. Procurement of Recovered Materials

The Recipient must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act as described in 2 CFR part 200.322.

10. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment
The Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as partof any system. See Section 889 of Public Law 115-232 (National Defense Authorization Act 2019). Also, see 2 CFR 200.216 and 200.471.

11. Domestic Preferences for Procurement

The Recipients and subrecipients must, to the greatest extent practical, give preference to the purchase, acquisition, or use of goods, products, or materials produced in the United States in accordance with 2 CFR 200.322.

ADMINISTRATIVE

1. General Federal Regulations

Recipients shall comply with the regulations listed in 2 CFR 200, 48 CFR 31, and 40 U.S.C. 1101 et seq.

2. <u>Rights to Patents and Inventions Made Under a Contract or Agreement</u>
Rights to inventions made under this assistance agreement are subject to federal patent and licensing regulations, which are codified at Title 37 CFR Part 401 and Title 35 U.S.C. 200 through 212.

3. Compliance with the Trafficking Victims Protection Act of 2000 (2 CFR Part 175)

Recipients, their employees, subrecipients under this award, and subrecipients' employees may not:

- A. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
- B. Procure a commercial sex act during the period of time that the award is in effect; or
- C. Use forced labor in the performance of the award or subawards under the award.
- 4. Whistleblower Protection

Recipients shall comply with U.S.C. §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection. This requirement applies to all awards issued after July 1, 2013 and effective December 14, 2016 has been permanently extended (Public Law (P.L.) 114-261).

- A. This award, related subawards, and related contracts over the simplified acquisition threshold and all employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies in the pilot program on award recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112-239).
- B. Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.
- C. The Recipient shall insert this clause, including this paragraph C, in all subawards and in contracts over the simplified acquisition threshold related to this award; best efforts should be made to include this clause, including this paragraph C in any subawards and contracts awarded prior to the effective date of this provision.
- 5. Notification of Termination (2 CFR § 200.340)

In accordance with 2 CFR § 200.340, in the event that the Agreement is terminated prior to the end of the period of performance due to the Recipient's or subcontractor's material failure to comply with Federal statutes, regulations or the terms and conditions of this Agreement or the Federal award, the termination shall be reported to the Office of Management and Budget (OMB)-designated integrity and performance system, accessible through System for Award Management (SAM) currently the Federal Awardee Performance and Integrity Information System (FAPIIS). The Non-Federal Entity will notify the Recipient of the termination and the Federal requirement to report the termination in FAPIIS. See 2 CFR § 200.340 for the requirements of the notice and the Recipient's rights upon termination and following termination.

- 6. Additional Lobbying Requirements
- A. The Recipient certifies that no funds provided under this Agreement have been used or will be used to engage in the lobbying of the Federal Government or in litigation against the United States unless authorized under existing law.
- B. The Lobbying Disclosure Act of 1995, as amended (2 U.S.C. §1601 et seq.), prohibits any organization described in Section 501(c)(4) of the Internal Revenue Code, from receiving federal funds through an award, grant (and/or subgrant) or loan unless such organization warrants that it does not, and will not engage in lobbying activities prohibited by the Act as a special condition of such an award, grant (and/or subgrant), or loan. This restriction does not apply to loans made pursuant to approved revolving loan programs or to contracts awarded using proper procurement procedures.
- C. Pursuant to 2 CFR §200.450 and 2 CFR §200.454(e), the Recipient is hereby prohibited from using funds provided by this Agreement for membership dues to any entity or organization engaged in lobbying activities.
- 7. Increasing Seat Belt Use in the United States

Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Grantee is encouraged to adopt and enforce on-the-job seat belt policies and programs for its employees when operating company-owned, rented or personally owned vehicles.

8. Reducing Text Messaging While Driving

Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Grantee is encouraged to adopt and enforce policies that ban text messaging while driving and establish workplace safety policies to decrease accidents caused by distracted drivers.

- 9. <u>Uniform Relocation Assistance and Real Property Acquisitions Act of 1970</u> Where applicable, 42 U.S.C. §§ 4601-4655 and implementing regulations apply to this Agreement.
- COMPLIANCE WITH ASSURANCES
 - Assurances

Recipients shall comply with all applicable assurances made by the Department or the Recipient to the Federal Government during the Grant application process.

FEDERAL REPORTING REQUIREMENTS

1. FFATA

Grant Recipients awarded a new Federal grant greater than or equal to \$30,000 awarded on or after October1, 2015, are subject to the FFATA the Federal Funding Accountability and Transparency Act ("FFATA") of 2006. The FFATA legislation requires that information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is www.USASpending.gov.

The Grantee agrees to provide the information necessary, within one (1) month of execution, for the Department to comply with this requirement.

DEPARTMENT OF TREASURY-SPECIFIC

1. Civil Rights Compliance

Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services or otherwise discriminate on the basis of race, color, national origin, (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following: Title VI of Civil Rights Acts of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department of Treasury implementing regulations at 31 CFR part 23.

The Department of Treasury will request information on recipients' compliance with Title VI of the Civil Rights Act of 1964, as applicable, on an annual basis. This information may include a narrative descripting the recipient's compliance with Title VI, along with other questions and assurances.

SLFRF-SPECIFIC

1. Period of Performance

All funds from SLFRF must be obligated by December 31, 2024 and expended by December 31, 2026.

2. Equipment and Real Property Management

Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

SLFRF INFRASTRUCTURE PROJECTS

For all infrastructure projects, the Grantee shall provide the following project information on a quarterly basis to the Department:

- i. Projected/actual construction start date (month/year)
- ii. Projected/actual initiation of operation date (month/year)
- iii. Location details

SLFRF INFRASTRUCTURE PROJECTS OVER \$10 MILLION

For infrastructure projects over \$10 million, the following provisions apply:

1. Wage Certification

Grantees may provide a certification that all laborers and mechanics employed by Grantee in the performance of such project are paid wages at the rates not less than those prevailing, as determined by the

U.S. Secretary of Labor in accordance with the Davis-Bacon Act, for the corresponding classes of laborers and mechanics employed projected of a character similar to the contract work in the civil subdivision of Florida in which the work is to be performed. If the Grantee does not provide such certification, the Grantee must provide a project employment and local impact report detailing:

- i. The number of employees of contractors and sub-contractors working on the project;
- ii. The number of employees on the project hired directly and hired through a third party;
- iii. The wages and benefits of workers on the project by classification; and
- iv. Whether those wages are at rates less than those prevailing.

Grantee must maintain sufficient records to substantiate this information upon request.

2. Project Labor Agreements

Grantees may provide a certification that the project includes a project labor agreement, meaning a pre-hire collective bargaining agreement consistent with the section 8(f) of the National Labor Relations Act (29 U.S.C. 158(f)). If the Grantee does not provide such certification, the Grantee must provide a project

workforce continuity plan, detailing:

- i. How the Grantee will ensure the project has ready access to a sufficient supply of appropriately skilled and unskilled labor to ensure high-quality construction throughout the life of the project;
- ii. How the Grantee will minimize risks of labor disputes and disruptions that would jeopardize timeliness and cost-effectiveness of the project;
- iii. How the Grantee will provide a safe and healthy workplace that avoids delays and costs associated with workplace illnesses, injuries, and fatalities;
- iv. Whether workers on the project will receive wages and benefits that will secure and appropriately skilled workforce in the context of the local or regional labor market; and
- v. Whether the project has completed a labor agreement.

3. Other Reporting Requirements

Grantees must report whether the project prioritizes local hires and whether the project has Community Benefit Agreement, with a description of any such agreement, if applicable.

SLFRF WATER & SEWER PROJECTS

For water and sewer projects, Grantees shall provide the following information to the Department once the project starts, as appliable:

- i. National Pollutant Discharge Elimination System (NPDES) Permit Number, for projects aligned with the Clean Water State Revolving Fund
- ii. Public Water System (PWS) ID number, for projects aligned with the Drinking Water State Revolving Fund.

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RESILIENT FLORIDA GRANT PROGRAM EXHIBIT A PROGRESS REPORT FORM

The current **Exhibit A, Progress Report Form** for the Resilient Florida Program grant agreements can be found on the Department's website at the link below. Each payment request must be submitted on the current form. The Department will notify grantees of any substantial changes to Exhibit A that occur during the grant agreement period.

https://floridadep.gov/Resilient-Florida-Program/Grants

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RESILIENT FLORIDA GRANT PROGRAM EXHIBIT C PAYMENT REQUEST SUMMARY FORM

The current **Exhibit C, Payment Request Summary Form** for the Resilient Florida Program grant agreements can be found on the Department's website at the link below. Each payment request must be submitted on the current form. The Department will notify grantees of any substantial changes to Exhibit C that occur during the grant agreement period.

https://floridadep.gov/Resilient-Florida-Program/Grants

EXHIBIT F

DEP AGREEMENT NO. 23PLN67

CITY OF BUSHNELL VULNERABILITY ASSESSMENT

City of Bushnell

Final Project Report



Insert Month & Year

This report is funded in part through a grant agreement from the Florida Department of Environmental Protection. The views, statements, findings, conclusions, and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its subagencies.

Part I. Executive Summary

Part II. Methodology

Part III. Outcome

Include the following: 1) evaluation of project's ability to meet goals and expected performance measures and provide explanation for why goals were not met, if applicable; 2) identify successful outcomes, areas for improvement, and quantifiable metrics (including the assigned metric in Exhibit A, if applicable) as a result of the project; and 3) final project photos, if an implementation construction project.

Part IV. Further Recommendations

Instructions for completing Exhibit F Final Project Report Form:

DEP AGREEMENT NO.: This is the number on your grant agreement.

GRANTEE NAME: Enter the name of the grantee's agency.

PROJECT TITLE: Enter the title shown on the first page of the grant agreement.

MONTH & YEAR: Enter month and year of publication

The final Project Report must contain the following sections: Executive Summary, Methodology, Outcome, and Further Recommendations. The Final Project Report must comply with the publication requirements in the grant agreement. Please limit the final project report to no more than five (5) pages. One electronic copy shall be submitted to the Department's Grant Manager for approval. Final payment will be held until receipt and approval of the Final Project Report.

Questions regarding completion of the Final Project Report should be directed to the Department's Grant Manager, identified in paragraph 18 of this agreement.

Florida Department of Environmental Protection



EXHIBIT G

PHOTOGRAPHER RELEASE FORM FOR PHOTOGRAPHS, VIDEOS, AUDIO RECORDINGS AND ARTWORKS

DEP AGREEMENT NO: 23PLN67 RELEASE FORM FOR PHOTOGRAPHS, VIDEOS, AUDIO RECORDINGS AND ARTWORKS

Owner/Submitter's Name:		La La Comenta de la com
Address:	and the second of goods w	to a plant the paleowing of southerness
City:	State:	Zip:
Phone Number: ()	Email:	
License and Indemnification		
certify that I am the owner of the photograph(s m eighteen (18) years of age or older.	s), video(s), audio recording(s)	and/or artwork(s) being submitted and
hereby grant to the Florida Department of Endistribute, publish and use the photograph(s), volume Work") to promote the Florida Department of Interest. Promotion of FDEP (including, but linetc.); and 2. Distribution to the media; and 3. Use in commercial products. The Florida Department of Environmental Protects by the Florida Department of Environmental Protects.	video(s), audio recording(s) and Environmental Protection. Uses nited to publications, websites, ection reserves the right to use/no	d art work(s) submitted herewith (the s may include, but are not limited to: social media venues, advertisements, ot use any Work as deemed appropriate
hereby acknowledge that the Florida Department for protecting the Work against third-party infrir or other rights I may hold in such Work, and in any such infringement; and I hereby represent and individual or entity.	ngement of my copyright inter- no way shall be responsible fo	est or other intellectual property rights r any losses I may suffer as a result of
hereby unconditionally release, hold harmless ts employees, volunteers, and representatives connection with the Florida Department of indemnification shall be binding upon me, and n	of and from all claims, liabi Environmental Protection's	lities and losses arising out of or in use of the Work. This release and
have read and understand the terms of this	release.	
Owner signature:		Date:
Photo/video/audio/artwork/recording file name(s):	dicaso ano acces condition nella qualitation de la discortion	or to all sangetonings off some transcription of the contract
Location of photo/video/audio recording/artwork:		reactive Reques

Name of person accepting Work submission

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RESILIENT FLORIDA GRANT PROGRAM CONTRACTUAL SERVICES CERTIFICATION

Exhibit H

Date

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION RESILIENT FLORIDA GRANT PROGRAM VULNERABILITY ASSESSMENT COMPLIANCE CHECKLIST CERTIFICATION

Exhibit I

Required for all planning grant agreements.	
DEP Agreement Number: 23PLN67	
Project Title: City of Bushnell Vulnerability Assessment	
Grantee: City of Bushnell	

In accordance with subsection 380.093(3), F.S., the following components, scenarios, data, and information are required for a comprehensive Vulnerability Assessment (VA). The checklist must be completed and submitted with the final VA Report deliverable, pursuant to Attachment 3, Grant Work Plan. The Grantee must abide by the Department's GIS Data Standards found on the Resilient Florida Program webpage at the link below:

https://floridadep.gov/rcp/resilient-florida-program/documents/resilient-florida-program-gis-data-standards

Part 1 - Subparagraph 380.093(3)(c)2., F.S.

Item ID	Check if Included	Item Description	Page Reference in VA Report (if applicable)
a		Final Vulnerability Assessment Report that provides details on the results and conclusions, including illustrations via maps and tables.	
in the	VA must be	ping data used to illustrate flooding and sea level rise impacts to provided in the format consistent with the Department's GIS flowing three (3) items:	
b		Geospatial data in an electronic file format.	
С		GIS metadata.	
d	List of critical assets for each jurisdiction, including regionally		

Part 2 - Subparagraphs 380.093(3)(d)1. and 380.093(3)(d)2., F.S.

Item ID	Check if Included	Item Description	Page Reference in VA Report (if applicable)
e		Peril of Flood Compliance Plan amendments developed that address paragraph 163.3178(2)(f), F.S., if applicable.	

	☐ Not applicable ☐ Already in compliance	
f	Depth of tidal flooding, including future high tide flooding, using thresholds published and provided by the Department.	
g	To the extent practicable, analysis geographically displays the number of tidal flood days expected for each scenario and planning horizon. <i>(optional)</i>	
h	Depth of current and future storm surge flooding using publicly available NOAA or FEMA storm surge data. (check one) □ NOAA data □ FEMA data	
i	Initial storm surge event equals or exceeds current 100-year flood event.	
j	Higher frequency storm analyzed for exposure of a critical asset. (optional, but must provide additional detail if included)	
k	To the extent practicable, rainfall-induced flooding was considered using spatiotemporal analysis or existing hydrologic and hydraulic modeling results. (required if item e is not applicable)	
1	Future boundary conditions have been modified to consider sea level rise and high tide conditions. (optional)	
m	Depth of rainfall-induced flooding for 100-year storm and 500-year storm event. (required if item e is not applicable)	
n	To the extent practicable, compound flooding or the combination of tidal, storm surge, and rainfall-induced flooding. <i>(optional)</i>	

Part 3 – Subparagraph 380.093(3)(d)3., F.S.

Item ID	Check if Included	Item Description	Page Reference in VA Report (if applicable)
О		All analyses performed in North American Vertical Datum of 1988.	
р		Includes at least two local sea level rise scenarios, which must include the 2017 NOAA intermediate-low and intermediate-high sea level rise projections.	
q		Includes at least two planning horizons, which must include years 2040 and 2070.	
r		Utilizes local sea level data that has been interpolated between the two closest NOAA tide gauges.	
S		Local, publicly available, sea level data was taken from one of the two closest NOAA tide gauges, which must be the gauge with the highest mean sea level (if so, provide Department approval).	

Identify all counties and municipalities th	hat are included in this Vulnerability Assessment:
-	
······································	
	edge, all information contained in this completed Vulnerability
Assessment Compliance Checklist is true	e and accurate as of the date of the signature below.
	Grantee's Grant Manager Signature
	Print Name
	Date

COMMON CARRIER OR CONTRACTED CARRIER ATTESTATION FORM (PUR 1808)

Exhibit J

This form must be completed by a Common Carrier or contracted carrier and submitted to the Governmental Entity with which a Contract being is executed, amended, or renewed. Capitalized terms used herein have the definitions ascribed in section 908.111, F.S.

is not willfully providing and will not willfully provide any service during the Contract term in furtherance of transporting a person into this state knowing that the person is an Unauthorized Alien, except to facilitate the detention, removal, or departure of the person from this state or the United States.				
Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.				
rinted Name:				
Title:				
Signature: Date:				

INFORMATION

ITEM # 1

COUNCILWOMAN MARGE THIES – CITY OF BUSHNELL RECREATION ADVISORY COMMITTEE UPDATE.

CORRESPONDENCE

CITY CLERK REPORT & REQUEST

CHRISTINA DIXON

CITY MANAGER PUBLIC WORKS DIRECTOR REPORT & REQUEST

MIKE EASTBURN

CITY ATTORNEY REPORT & REQUEST

FELIX ADAMS

STAFF REPORT AND REQUEST

CUSTOMER SERVICE AND INFORMATION SYSTEMS DIRECTOR

CHRISTINA SIMMONS

ITEM # 1

REMINDER: 2023 FALL FESTIVAL ON SATURDAY, OCTOBER 21ST IN THE BUSHNELL DOWNTOWN PARK.

CUSTOMER SERVICE AND INFORMATION SYSTEMS DIRECTOR

CHRISTINA SIMMONS

ITEM # 2

REMINDER: DADE BATTLEFIELD
HAUNTED EVENT ON FRIDAY &
SATURDAY, OCTOBER 27TH AND 28TH
AT THE DADE BATTLEFIELD HISTORIC
STATE PARK.

FINANCE DIRECTOR

SHELLEY RAGAN

HUMAN RESOURCES DIRECTOR

RICARDO LAFONT

ELECTRIC UTILITY DIRECTOR

RONALD STRICKLAND

DIRECTOR OF ZONING & CODE COMPLIANCE

KRISTIN GREEN

ITEM # 1

NEXT BACE MEETING TO BE HELD ON TUESDAY, OCTOBER 10, 2023 AT 5:30 P.M.

SUMTER COUNTY SHERIFF'S DEPT.

LT. MICHAEL CASSIDY

CITY COUNCIL COMMENTS & INFORMATION

DEPARTMENT REPORTS

CITY OF BUSHNELL MONTHLY REPORT

ADMINISTRATION AND CUSTOMER RELATED SERVICES FOR PERIOD AUGUST TO SEPTEMBER FOR OCTOBER COUNCIL REPORT

WATER			
MONTHLY	RES.	3,653,000 GALS.	958 # OF CUSTOMERS
сомм.		9,210,000 GALS.	349 # OF CUSTOMERS
MONTHLY	RES.	1,321,483 KWH	1185 # OF CUSTOMERS
ELECTRIC	COMM.	4,150,459 KWH	395 # OF CUSTOMERS
DEMAND		7,313 KW	46 # OF CUSTOMERS
		420 Solar	11 CUSTOMER
MONTHLY	RES.	1,671,000 GALS	492 # OF CUSTOMERS
SEWER	COMM.	6,817,000 GAL	231 # OF CUSTOMERS
WHOLESALE		1,431,000 GALS.	1 CUST. (WEBSTER)
LEACHATE		000 GALS	CUST.
MONTHLY	RES.		1138 # OF CUSTOMERS
SANITATION	COMM.		219 # OF CUSTOMERS

Power Cost Adjustment: 0.050 In Aug- (Sept Bills)

Total Number of Community Center Rentals to Public: 2 Rentals

Total Number of Service Orders processed by Customer Service staff: 315

BOARD OF ADJUSTMENT & CODE ENFORCEMENT

Number of Applications and Actions addressed to BACE:

REZONING: 0

SPECIAL EXCEPTIONS: 2

VARIANCES: 0

LAND USE CHANGES:0 CODE ENFORCEMENT: 2

ANNEXATIONS: 1

LARGE SCALE COMP. PLAN AMENDMENT: 0

ODOR/LANDFILL COMPLAINT: 0

LAND DEVELOPMENT REGULATIONS TEXT AMENDMENTS: 0

SUBDIVISION:

Number of Building Permits issued for month: 23

ADMINISTRATIVE PROJECTS IN PROGRESS

DOCUMENTATION AND FINANCIAL REPORTING:

Fiscal Year 2023-24 Proposed Budget Completed

TRAINING AND PROJECTS:

- Staff coordination of FEMA Request for Public Assistance
- Staff coordination of the 2024-2028 Strategic Plan in progress
- Staff coordination of the 2023-2024 FRDAP Splash Pad Grant in progress
- Staff coordination of CDBG Grant Project Closeout in Progress
- Staff coordination of the American Rescue Plan Act Grant
- Staff coordination of Trademark Metals Recycling Facility Project
- Staff coordination of Starbucks Ground Breaking Ceremony
- Staff coordination of Sumterville Water Quality Improvements Project Completed
- Staff coordination of Hanson WWTP Basin 4 repair assessment
- Staff attended FLC Municipal Administration Legislative Policy Committee meeting
- Staff attended FMPA Board of Directors & Executive Committee meetings
- Staff attended FMEA Board of Directors meeting
- Staff attended various meetings with developers regarding future City development projects

PLANNED PUBLIC EVENTS & PAST EVENTS UPDATE:

Fall Festival - October 21, 2023

Electric Monthly Report

October 2023 Council Meeting

Electric

- Completed September Meter reading.
- Completed 80 various locations.
- Completed 75 Service orders.

Annual Projects

- Osmose rejects poles scheduled. Only one left and must be scheduled on a Saturday.
- GIS project put into action. Installing GIS numbers
- Monthly Vehicle Inspection
- Revamping Water plant service upgrade. Final Inspection expected end of September. Partial completion. Waiting for green tags
- Received bids back from SPE Group, Fishel. Bids delivered.
- Prevention Maintenance and Inspection Checklist on all trucks.
- Removed Potential problem trees from power lines.
- Fall Festival Preparation. locates called for poles for banners.
- September warehouse inventory to be completed.
- Speaker wire to be installed at plaza for sound system for fall festival.
- Breaker box installed for power at Plaza and N Florida street for band and other needs for Festival.



PUBLIC WORKS DEPARTMENT

Monthly Report September 2023

(August 21st, 2023 to September 20th, 2023)

Administrative:

- Estimated Sheriff's Department Inmate Man-Hours: <u>0</u> Hours
- o Estimated Sumter Correctional Institute Inmate Man-hours: 0 Hours
- Refuse Tonnage 254.26 Tons
- o Brush / Miscellaneous Yardage: 180 yards
- o Service Orders Completed: 289 Service Orders
- o Major Maintenance:
- o Training:

Sanitation Department:

- Refuse collected from routine residential & commercial routes
- Serviced trucks and equipment and replaced tires as needed (on-going)
- 9 New residential customers

Streets:

- o Mowed and maintained city properties, street right-of-ways & R/R property (on-going)
- o Removed trees around City as needed (on-going)
- o Edged streets throughout Bushnell City limits (on-going)
- o Potholes filled: 22 Potholes on City Streets
- Replaced Stop 1 Sign(s) around City

Parks and Recreation:

- Mowed and maintained all City parks (on-going)
- o Prepared ball fields for league usage (on-going)

0

Water & Wastewater Monthly Report From September 2023 for October 2023 Council Meeting

Water

- Read all water meters.
- Completed approximately 50 service orders between July18th to August15th.
- Water plant one is currently having the electrical upgraded.
- Required compliance sampling and testing was performed.
- Water flushing continues to be performed per consent order, and to maintain water freshness.
- Combined water pumping amounted to 15,222,000 gallons, WTP2 was 13,242,000 and SWP was 1,980,000
- Work continues on the water main extension on CR475 (this is a county ARPA funded project that once completed will be relinquished to us)

Wastewater

- Hanson wastewater treatment plant (WWTP) average daily flow for August was 0.274MGD (million gallons per day) influent and 0.291MGD Effluent.
- CBOD and TSS testing of restaurants.
- Required routine compliance sampling and testing was performed.
- Engineering to increase WWTP capacity is ongoing.
- Woodard & Curran are actively working in design planning at the wastewater treatment plant
- SBR4 emergency repairs under review by potential contractors.

Miscellaneous

- We continue to perform preventative flushing around the city to address water complaints
- We continue to perform preventative maintenance with the collections system and have found various issues we have been correcting

Incident Number	Primary Unit	Date Time Recieved	Complaint Type	Address	DispCode1	DispCode2	DispCode22	Offense Number
SCSO23CAD094459	STEVEN NEUMANN, 184	08/27/2023 00:05:13	911 HANGUP	1000 MEADOWS CIR	9201	R6	Dispedice	Offerise Namber
SCSO23CAD094461	STEVEN NEUMANN, 184	08/27/2023 00:21:12	INVESTIGATION FOLLOW	2163 W C 48	3801	R5		
SCSO23CAD094489		08/27/2023 07:17:24	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD094512		08/27/2023 08:59:07	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD094571	KAELIN NEIGER, 211	08/27/2023 13:26:03	THEFT	2163 W C 48	6809	R1		SCSO230FF005189
SCSO23CAD094579		08/27/2023 13:53:09	OBSTRUCTION ON HWY	314 S I-75	9901	M6		
SCSO23CAD094594	KATHLEEN LONG, 189	08/27/2023 14:47:55	VIN VERIFICATION	250 E MCCOLLUM AVE	7704	C1		
SCSO23CAD094596	GLENN WARE, X147	08/27/2023 14:49:18	ACCIDENT	2163 W C 48	7102	T7		
SCSO23CAD094600	KAELIN NEIGER, 211	08/27/2023 15:13:30	SUICIDE THREATS	5551 SW 18TH TER	6301	R6		
SCSO23CAD094617	CODY TAPANES,	08/27/2023 16:21:48	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	9901	C5		
SCSO23CAD094644	DEVIN DANIELS, 239	08/27/2023 17:54:47	TRAFFIC STOP	S MAIN ST	7301	T2		TO SECULIAR OF THE
SCSO23CAD094655	STEVEN NEUMANN, 184	08/27/2023 18:24:04	PHONE COMPLT	401 N WALL ST 29	2501	R6		
SCSO23CAD094661	STEVEN NEUMANN, 184	08/27/2023 19:16:54	INFORMATION	415 S LINCOLN ST	9901	M6		
SCSO23CAD094704	DEVIN DANIELS, 239	08/27/2023 22:34:02	TRAFFIC STOP	W SEMINOLE AVE	7301	T4		
SCSO23CAD094707	NICHOLAS HOSKEY, 236	08/27/2023 22:45:06	SUSPICIOUS PERSON	5894 S US 301	2501	R1		SCSO230FF005195
SCSO23CAD094736	DEVIN DANIELS, 239	08/28/2023 03:47:57	SUSPICIOUS VEH	2615 W C 48	6603	C4		NIPH CONTROL
SCSO23CAD094762	LACEY NORDLE, 162	08/28/2023 07:35:59	OBSTRUCTION ON HWY	W C 48	4301	C4		
SCSO23CAD094767	LACEY NORDLE, 162	08/28/2023 07:42:05	SUSPICIOUS INCIDENT	401 N WALL ST 53	6601	C1		
SCSO23CAD094773	JARROD MARSHALL, T172	08/28/2023 08:03:50	INFORMATION	218 W FLANNERY AVE	2501	R6		
SCSO23CAD094776	LACEY NORDLE, 162	08/28/2023 08:07:54	SUSPICIOUS INCIDENT	401 N WALL ST	6601	C4		
SCSO23CAD094780	ADAM GLAYZER, X132	08/28/2023 08:17:14	TRAFFIC ENFORCEMENT	W C 48	7001	C4	Z1	
SCSO23CAD094789	ADAM GLAYZER, X132	08/28/2023 08:34:07	ACCIDENT	E BELT AVE	7102	T7		
SCSO23CAD094818	SHAWN DECKARD, B126	08/28/2023 09:46:58	CIVIL-SERV PAPER	5551 SW 18TH TER	2201	C7		
SCSO23CAD094827	JACOB HOLLOWAY, T117	08/28/2023 09:57:04	INFORMATION	706 N MAIN ST	5101	R1	Z1	SCSO23OFF005198
SCSO23CAD094848	KENNETH KOENEN, X501	08/28/2023 10:48:49	ESCORT-FUNERAL	114 W NOBLE AVE	3401	C1		
SCSO23CAD094861		08/28/2023 11:28:49	SICK/INJURED	6233 LOWERY ST 429	6301	M8		
SCSO23CAD094872		08/28/2023 11:53:03	911 HANGUP	535 DR MARTIN LUTHER KING JR AVE	9201	C5		
SCSO23CAD094933	ROBERT HANSEN, X133	08/28/2023 14:25:50	OBSTRUCTION ON HWY	W C 48	4301	C1		
SCSO23CAD094934	DENNIS HENRY, K148	08/28/2023 14:26:56	TRAFFIC STOP	2055 W C 48	7301	T4		
SCSO23CAD094947	EDWARD HINDERHOFER, 158	08/28/2023 14:43:34	STOLEN VEHICLE	250 E MCCOLLUM AVE	7901	R1	Z1	SCSO23OFF005207
SCSO23CAD094949	GARTH LAYNE, X433	08/28/2023 14:46:16	INFORMATION	250 E MCCOLLUM AVE	3901	C2		
SCSO23CAD094948	ROBERT HANSEN, X133	08/28/2023 14:46:37	INFORMATION	W C 48	4402	C9		
SCSO23CAD094960	LACEY NORDLE, 162	08/28/2023 15:06:29	TRAFFIC STOP	1969 W C 48	7301	T1		
SCSO23CAD094961	ROBERT HANSEN, X133	08/28/2023 15:11:39	ACCIDENT	2163 W C 48	7102	T8		
SCSO23CAD094969	ERICA HILLMAN, 205	08/28/2023 15:24:32	CITIZENS ASSIST	N MAIN ST	2501	C1		
SCSO23CAD094970	LACEY NORDLE, 162	08/28/2023 15:27:20	SUSPICIOUS VEH	1969 W C 48	6603	C4		
SCSO23CAD094985	LACEY NORDLE, 162	08/28/2023 15:58:29	ACCIDENT	2163 W C 48	7102	T7		
SCSO23CAD094995		08/28/2023 16:12:48	SICK/INJURED	5551 SW 18TH TER 268E	6301	M8		
SCSO23CAD094997	ERICA HILLMAN, 205	08/28/2023 16:14:50	DISTURBANCE-UNK	2161 W C 48	2501	R6		
SCSO23CAD095016	ROBERT BAZATA, 240	08/28/2023 16:59:25	ACCIDENT	2161 W C 48	7102	T8	Z1	The second second second
SCSO23CAD095018	PETER GLIM, S44	08/28/2023 17:05:31	INFORMATION	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD095021		08/28/2023 17:23:03	SICK/INJURED	2163 W C 48	6301	M8		
SCSO23CAD095028		08/28/2023 17:48:54	CITIZENS ASSIST	314 N I-75	2501	M6	Kill Providence	
SCSO23CAD095059	WALTER PETERSON, 209	08/28/2023 19:22:10	DECEASED PERSON	1480 W C 48	2802	R1		SCSO23OFF005217
SCSO23CAD095075		08/28/2023 20:13:52	RECKLESS DRIVER	1673 W C 48	9901	K1		
SCSO23CAD095076								

SCSO23CAD095078		08/28/2023 20:18:09	SICK/INJURED	2163 W C 48	6301	M8		
SCSO23CAD095080	GREGORY LINK, 241	08/28/2023 20:25:43	911 HANGUP	510 N MAIN ST	9201	C9	Z1	
SCSO23CAD095108		08/28/2023 22:00:57	911 HANGUP	2223 OLD 313	9201	C5		
SCSO23CAD095112	EDWARD HINDERHOFER, 158	08/28/2023 22:03:51	TRAFFIC STOP	1305 W C 48	7301	T4		
SCSO23CAD095174	HECTOR OTERO JR, S54	08/29/2023 07:15:37	TRAFFIC STOP	W C 48	7301	T4		
SCSO23CAD095191	ANTHONY LEE, 144	08/29/2023 08:12:31	SUSPICIOUS VEH	309 N WALL ST B	5403	R2	A1	SCSO23OFF005222
SCSO23CAD095191	ANTHONY LEE, 144	08/29/2023 08:12:31	SUSPICIOUS VEH	309 N WALL ST B	5403	R2	A1	SCSO230FF005225
SCSO23CAD095194	JOHN GUINANE, X121	08/29/2023 08:21:52	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1		
SCSO23CAD095208		08/29/2023 09:00:37	911 HANGUP	W HUNT AVE	9201	C4		
SCSO23CAD095211	ROBERT BAZATA, 240	08/29/2023 09:11:29	TRAFFIC STOP	N MARKET ST	7301	T1	Z1	
SCSO23CAD095226		08/29/2023 09:48:06	CITIZENS ASSIST	133 JUMPER DR N	2501	C4		
SCSO23CAD095225	JEREMY WILLIAMS, D110	08/29/2023 09:50:31	INFORMATION	219 E ANDERSON AVE	8802	R3		SCSO23OFF005223
SCSO23CAD095232	SHAWN DECKARD, B126	08/29/2023 10:10:58	CIVIL-SERV PAPER	5551 SW 18TH TER	2201	C7		
SCSO23CAD095255	SHAWN DECKARD, B126	08/29/2023 11:16:48	CIVIL-SERV PAPER	219 E ANDERSON AVE	2201	C7		
SCSO23CAD095284	JEAN SILVA, X146	08/29/2023 12:17:47	PHONE COMPLT	215 E MCCOLLUM AVE	2501	C1		
SCSO23CAD095291	DENNIS HENRY, K148	08/29/2023 12:29:09	CIVIL-EXPARTE	250 E MCCOLLUM AVE	2501	C1		
SCSO23CAD095293	ANTHONY LEE, 144	08/29/2023 12:30:09	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	SCSO230FF005227
SCSO23CAD095339	DENNIS HENRY, K148	08/29/2023 14:33:25	PHONE COMPLT	215 E MCCOLLUM AVE	2501	C1		
SCSO23CAD095359		08/29/2023 15:44:07	911 HANGUP	2163 W C 48	9201	C4		
SCSO23CAD095367	ANTHONY LEE, 144	08/29/2023 16:40:00	BUSINESS ASSIST	2163 W C 48	6101	C1	Z1	
SCSO23CAD095381		08/29/2023 17:32:04	FIRE-UNKNOWN	314 S I-75	9901	M8	E SERVICE CONTRACTOR	
SCSO23CAD095396	DANIELLE HOYT, 190	08/29/2023 18:48:54	RECOVERED PROPERTY	1126 N MAIN ST	5702	R1		SCSO230FF005235
SCSO23CAD095411		08/29/2023 20:30:33	INFORMATION	6233 LOWERY ST	2501	C1		
SCSO23CAD095429	DANIELLE HOYT, 190	08/29/2023 23:04:36	MISSING PERSON	108 W NOBLE AVE 1	2501	C4		
SCSO23CAD095440	DANIELLE HOYT, 190	08/30/2023 01:28:33	PHONE COMPLT	108 W NOBLE AVE	2501	C1		
SCSO23CAD095442	Britilette Holli, 130	08/30/2023 01:56:01	SICK/INJURED	319 W PARKHILL AVE	6301	M8		
SCSO23CAD095445	DANIELLE HOYT, 190	08/30/2023 02:35:47	CITIZENS ASSIST	250 E MCCOLLUM AVE	6603	C4		
SCSO23CAD095447	DANIELLE HOYT, 190	08/30/2023 02:43:25	THEFT	309 N WALL ST	2501	C1		
SCSO23CAD095450	DANIELLE HOYT, 190	08/30/2023 03:00:16	PHONE COMPLT	309 N WALL ST	2501	C1		
SCSO23CAD095457	KAELIN NEIGER, 211	08/30/2023 04:14:13	CITIZENS ASSIST	250 E MCCOLLUM AVE	2501	C4		
SCSO23CAD095459	KATHLEEN LONG, 189	08/30/2023 04:20:41	CITIZENS ASSIST	125 W ANDERSON AVE	2501	C1		
SCSO23CAD095468	RONDEZ MOORE, X129	08/30/2023 06:03:08	ALARM-COMRCL	2452 CR 526E	1402	A1		
SCSO23CAD095480	NONDEZ WOOKE, X125	08/30/2023 07:39:51	911 HANGUP	2241 W C 48	9201	C5		
SCSO23CAD095514	KAELIN NEIGER, 211	08/30/2023 10:33:59	ATC -WELFARE CHECK	200 JUMPER DR S C4	2501	C4		
SCSO23CAD095589	KALLIN NEIGEN, 211	08/30/2023 17:43:17	SICK/INJURED	5551 SW 18TH TER 333E	6301	M8		
SCSO23CAD095595	KENNETH ZIMMERMAN, 242	08/30/2023 17:45:17	CIVIL	6233 LOWERY ST 227	6601	R6		
SCSO23CAD095597	DEVIN DANIELS, 239	08/30/2023 18:01:16	ASSIST OTHER AGENCY	5551 SW 18TH TER 333E	6301	M8		
SCSO23CAD095607	KENNETH ZIMMERMAN, 242	08/30/2023 18:30:52	PHONE COMPLT	5551 SW 18TH TER 257	4402	R1		SCSO23OFF005246
SCSO23CAD095629	KENNETH ZIMMERMAN, 242	08/30/2023 18:30:32	TRESPASSING	2163 W C 48	7501	R2		SCSO230FF005248
SCSO23CAD095629 SCSO23CAD095638	DEVIN DANIELS, 239	08/30/2023 20:47:44	DISTURBANCE DOMESTIC	215 W NOBLE AVE	1804	R2		SCSO230FF005249
SCSO23CAD095638	DEVIN DAMELS, 255	08/30/2023 20:47:44	SICK/INJURED	250 E MCCOLLUM AVE	6301	M8		555525011005245
SCSO23CAD095648 SCSO23CAD095664		08/30/2023 21:25:33	911 HANGUP	535 DR MARTIN LUTHER KING JR AVE	9201	K1		
	DAVOTA MILSON 157	08/30/2023 22:37:03	SICK/INJURED	513 W HUNT AVE	6301	M8		
SCSO23CAD095665	DAKOTA WILSON, 157		TRAFFIC STOP	N MAIN ST	7301	T4		
SCSO23CAD095716	MICHAEL SCOFIELD, B107	08/31/2023 07:43:11		205 JUMPER DR N 24	2501	C1		
SCSO23CAD095740	KAELIN NEIGER, 211	08/31/2023 08:55:20	INFORMATION PROPERTY		5702	R5		
SCSO23CAD095743	TRENT TRACY, D130	08/31/2023 09:06:06	RECOVERED PROPERTY	250 E MCCOLLUM AVE	6301	M8		
SCSO23CAD095756		08/31/2023 09:42:10	SICK/INJURED	205 JUMPER DR N 24	0301	IVIO		

SCSO23CAD095764		08/31/2023 10:00:30	SICK/INJURED	117 W BELT AVE	6301	M8		
SCSO23CAD095811	CHRISTOPHER MCPETERS, S55	08/31/2023 11:48:45	INFORMATION	250 E MCCOLLUM AVE	2501	C1		
SCSO23CAD095823	LARRY THOMPSON, S50	08/31/2023 12:09:05	CITIZENS ASSIST	215 W NOBLE AVE	2501	C1		
SCSO23CAD095825	KAELIN NEIGER, 211	08/31/2023 12:12:56	DCF/ABUSE REG	215 W NOBLE AVE	3801	R5		
SCSO23CAD095846	AARON SIROLLI, S47	08/31/2023 13:00:57	INVESTIGATION FOLLOW	2161 W C 48	2501	C4		
SCSO23CAD095851	AARON SIROLLI, S47	08/31/2023 13:19:09	INFORMATION	404 E ANDERSON AVE	2501	C4		
SCSO23CAD095884	SHAWN DECKARD, B126	08/31/2023 14:22:50	CIVIL-SERV PAPER	2615 W C 48	2201	C7		
SCSO23CAD095911	NICHOLAS HOSKEY, 236	08/31/2023 15:45:22	ACCIDENT	1122 N MAIN ST	7102	T7	Z1	
SCSO23CAD095926	CODY LYONS, 459	08/31/2023 16:26:50	CIVIL	ORMOND BEACH	3801	R5		
SCSO23CAD095937	STEVEN NEUMANN, 184	08/31/2023 16:58:59	TRAFFIC STOP	420 N MAIN ST	7301	T4		
SCSO23CAD095940	KENNETH ZIMMERMAN, 242	08/31/2023 17:08:52	STOLEN VEHICLE	6233 LOWERY ST 227	6601	R6		
SCSO23CAD095956		08/31/2023 17:46:00	911 HANGUP	319 W PARKER AVE	9201	C5		
SCSO23CAD095970		08/31/2023 18:39:53	911 HANGUP	412 S PINE ST	9201	C5		
SCSO23CAD095996		08/31/2023 20:46:51	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD096023		08/31/2023 22:09:47	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD096037	KENNETH ZIMMERMAN, 242	08/31/2023 23:13:19	DISTURBANCE-NOISE	S YORK ST	6601	C11		
SCSO23CAD096044	ELIZABETH BUTLER, S49	08/31/2023 23:43:29	ALARM-COMRCL	1673 W C 48	1402	A1		
SCSO23CAD096057		09/01/2023 02:50:24	SICK/INJURED	205 JUMPER DR N	6301	M8		
SCSO23CAD096058	DEVIN DANIELS, 239	09/01/2023 02:58:32	ASSIST OTHER AGENCY	205 JUMPER DR N	2501	M8		
SCSO23CAD096076	DEVIN DANIELS, 233	09/01/2023 06:23:51	SICK/INJURED	200 JUMPER DR S A4	6301	M8		
SCSO23CAD096088	CONTRACTOR STATE	09/01/2023 07:54:14	JUVENILE	306 W COLLINS AVE	2501	C4		
SCSO23CAD096098	LACEY NORDLE, 162	09/01/2023 07:34:14	JUVENILE	218 W FLANNERY AVE				
SCSO23CAD096103	ADAM GLAYZER, X132	09/01/2023 08:43:36	TRAFFIC ENFORCEMENT		2501	C4	74	
SCSO23CAD096117	ADAM GLATZER, X132			706 N MAIN ST	7001	C4	Z1	
SCSO23CAD096117	LACEY NORDLE, 162	09/01/2023 09:35:13	SICK/INJURED	200 JUMPER DR S A4	6301	M8		
SCSO23CAD096128		09/01/2023 10:11:58	DISTURBANCE-NOISE	405 W HUNT AVE	8802	C11		
	JARROD MARSHALL, T172	09/01/2023 10:15:14	INFORMATION	218 W FLANNERY AVE	2501	R6		
SCSO23CAD096148	HISTINICT CLAIR 240	09/01/2023 10:36:27	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD096150	JUSTIN ST CLAIR, 210	09/01/2023 10:38:45	DCF/ABUSE REG	709 N WEST ST	1102	R5		SCSO230FF005283
SCSO23CAD096177		09/01/2023 11:39:05	911 HANGUP	2163 W C 48	9201	C4		
SCSO23CAD096196	HECTOR OTERO JR, S54	09/01/2023 12:33:54	SUSPICIOUS VEH	6233 LOWERY ST	6601	C1		
SCSO23CAD096200	KEVIN DAVENPORT, L25	09/01/2023 12:45:27	PHONE COMPLT	250 E MCCOLLUM AVE	2501	C1		
SCSO23CAD096213	TYLER FROEHLICH, 194	09/01/2023 13:23:12	INFORMATION	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD096228	EDWARD HINDERHOFER, 158	09/01/2023 13:50:20	INVESTIGATION FOLLOW	219 E ANDERSON AVE	8501	C4		SCSO230FF005287
SCSO23CAD096244	NAME AND ADDRESS OF THE OWNER, TH	09/01/2023 14:17:47	SICK/INJURED	1673 W C 48	6301	M8		
SCSO23CAD096258	JACOB HOLLOWAY, T117	09/01/2023 14:50:30	SICK/INJURED	706 N MAIN ST	6301	C5	Z1	
SCSO23CAD096280	LACEY NORDLE, 162	09/01/2023 15:42:39	HARASS PX	223 N MAIN ST	6601	R6		
SCSO23CAD096339	DENNIS HENRY, K148	09/01/2023 20:06:49	FCIC/NCIC HIT	219 E ANDERSON AVE	2501	R6		SCSO230FF005296
SCSO23CAD096364		09/01/2023 21:47:43	911 HANGUP	2110 OLD 313	9201	C5		
SCSO23CAD096370	DANIELLE HOYT, 190	09/01/2023 22:19:25	FCIC/NCIC HIT	219 E ANDERSON AVE	8501	R2	A2	
SCSO23CAD096382		09/01/2023 23:19:08	SICK/INJURED	5551 SW 18TH TER	9901	M8		
SCSO23CAD096385	DANIELLE HOYT, 190	09/01/2023 23:26:46	TRAFFIC STOP	S MAIN ST	7301	T1	Name of Parties	
SCSO23CAD096388	KAYLA CRAMER, 208	09/01/2023 23:41:33	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C12		
SCSO23CAD096433	ERICA HILLMAN, 205	09/02/2023 04:40:30	CITIZENS ASSIST	205 JUMPER DR N	2501	C1		
SCSO23CAD096441	DONOVAN REYNOLDS, 176	09/02/2023 05:31:13	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	SCSO230FF005303
SCSO23CAD096475	LACEY NORDLE, 162	09/02/2023 09:16:59	TRAFFIC STOP	777 E C 48	7301	T3	3054	
SCSO23CAD096511	DENNIS HENRY, K148	09/02/2023 10:58:19	INFORMATION	250 E MCCOLLUM AVE	2501	C1		
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SCSO23CAD096537 SCSO23CAD096536 SCSO23CAD096545 SCSO23CAD096549 SCSO23CAD096563	DENNIS HENRY, K148 DONOVAN REYNOLDS, 176 JACOB HOLLOWAY, T117 DONOVAN REYNOLDS, 176 DONOVAN REYNOLDS, 176	09/02/2023 11:26:25 09/02/2023 11:47:21 09/02/2023 12:41:51 09/02/2023 12:42:33	911 MISDIAL ALARM-BANK ALARM-COMRCL	2195 W C 48 228 E MCCOLLUM AVE	9201 1401	C4 A1		
SCSO23CAD096537 SCSO23CAD096536 SCSO23CAD096545 SCSO23CAD096549 SCSO23CAD096563	DONOVAN REYNOLDS, 176 JACOB HOLLOWAY, T117 DONOVAN REYNOLDS, 176	09/02/2023 12:41:51 09/02/2023 12:42:33						
SCSO23CAD096536 SCSO23CAD096545 SCSO23CAD096549 SCSO23CAD096563	JACOB HOLLOWAY, T117 DONOVAN REYNOLDS, 176	09/02/2023 12:42:33	ALARM-COMRCL					
SCSO23CAD096545 SCSO23CAD096549 SCSO23CAD096563	DONOVAN REYNOLDS, 176			228 E MCCOLLUM AVE	1401	A1		
SCSO23CAD096549 SCSO23CAD096563		THE RESERVE AND ADDRESS OF THE PARTY OF THE	CRIMINAL MISCHIEF	706 N MAIN ST	2702	R1	Z1	SCSO230FF005309
SCSO23CAD096563	DONOVAN REYNOLDS. 176	09/02/2023 13:02:21	DISTURBANCE-NOISE	405 W HUNT AVE	8701	C11		
		09/02/2023 13:15:52	TRAFFIC STOP	N MAIN ST	5404	R2	A2	SCSO23OFF005310
SCSO23CAD096568	EDWARD HINDERHOFER, 158	09/02/2023 13:38:29	FIRE-UNKNOWN	315 ETHEREDGE ST	3702	M8		
	DENNIS HENRY, K148	09/02/2023 13:46:05	DISTURBANCE-NOISE	W HUNT AVE	2501	C1		
SCSO23CAD096579	DENNIS HENRY, K148	09/02/2023 14:34:58	DISTURBANCE-NOISE	208 S YORK ST	2501	R6		
SCSO23CAD096582	DENNIS HENRY, K148	09/02/2023 14:42:05	ALARM-COMRCL	322 N MAIN ST	1402	A1		
SCSO23CAD096589	DENNIS HENRY, K148	09/02/2023 15:04:44	ATTEMPT TO CONTACT	412 S PINE ST	6101	R6		
SCSO23CAD096594	DENNIS HENRY, K148	09/02/2023 15:18:40	DISTURBANCE-NOISE	405 W HUNT AVE	2501	R6		
SCSO23CAD096600	DENNIS HENRY, K148	09/02/2023 15:44:00	HIT AND RUN	217 W BELT AVE	7105	T8		
SCSO23CAD096678	TAYLOR VIEU, 232	09/02/2023 19:54:12	PHONE COMPLT	205 JUMPER DR N 24	2501	R6	Z1	
SCSO23CAD096676		09/02/2023 19:54:25	SICK/INJURED	5581 BEGONIA ST	6301	M8		
	PETER GLIM, S44	09/02/2023 19:55:52	ALARM-BANK	228 E MCCOLLUM AVE	1401	C4		
	WALTER PETERSON, 209	09/02/2023 20:02:45	RECOVERED PROPERTY	824 W NOBLE AVE	2501	C1		
SCSO23CAD096683		09/02/2023 20:04:37	911 HANGUP	2224 W C 48	9201	C4		
	BLAINE DAY, D150	09/02/2023 20:35:22	ACCIDENT	W SEMINOLE AVE	7101	R1		SCSO230FF005320
	PETER GLIM, S44	09/02/2023 21:18:47	PHONE COMPLT	2615 W C 48	2501	C1		
	EDWARD HINDERHOFER, 158	09/02/2023 23:23:34	DISTURBANCE-UNK	6233 LOWERY ST	6603	C4		
	PETER GLIM, S44	09/03/2023 00:06:38	TRAFFIC STOP	SOUTHLAND AVE	7301	T4		
	DANIELLE HOYT, 190	09/03/2023 00:27:21	DISTURBANCE-NOISE	5551 SW 18TH TER	2501	C9		
	KAYLA CRAMER, 208	09/03/2023 05:07:28	ALARM-COMRCL	1673 W C 48	1402	A1		
SCSO23CAD096776	KATEA CHAWLIT, 200	09/03/2023 08:33:27	SICK/INJURED	506 W NOBLE AVE	6301	M8		
	DONOVAN REYNOLDS, 176	09/03/2023 08:56:48	DISTURBANCE-UNK	205 DR MARTIN LUTHER KING JR AVE	3102	R6		
	ANTHONY LEE, 144	09/03/2023 09:01:54	ANIMAL COMPLAINT	706 N MAIN ST	1601	C4		
	CORY UTTER, 233	09/03/2023 11:02:21	TRAFFIC CONTROL	S FLORIDA ST	7001	C4		
	ANTHONY LEE, 144	09/03/2023 11:02:21	DIST-O/W	2680 W C 476	1102	R1	Z1	SCSO230FF005326
	DENNIS HENRY, K148	09/03/2023 11:45:14	THREATS	114 W NOBLE AVE	2501	C1		
	HECTOR OTERO JR, S54	09/03/2023 12:19:51	SUSPICIOUS PERSON	E C 48	6601	R4		
	DENNIS HENRY, K148	09/03/2023 12:19:51	ALARM-BANK	228 E MCCOLLUM AVE	1401	A1		
	DONOVAN REYNOLDS, 176	09/03/2023 13:32:31	INFORMATION	250 E MCCOLLUM AVE	2501	C1		
			ALARM-BANK	228 E MCCOLLUM AVE	1401	C4		
	DONOVAN REYNOLDS, 176	09/03/2023 15:06:22		2163 W C 48	9201	C1		
SCSO23CAD096898	ANTHONY ISS. 144	09/03/2023 16:41:05	911 MISDIAL	316 N WALL ST	6601	C4	Z1	
	ANTHONY LEE, 144	09/03/2023 18:02:58	SUSPICIOUS INCIDENT		5101	R1	21	SCSO230FF005333
	SELBY FRANKLIN, C103	09/03/2023 19:46:41	INFORMATION CICK (INTURED	250 E MCCOLLUM AVE	6301	M8		303023011003333
SCSO23CAD096970		09/03/2023 20:28:42	SICK/INJURED	20 PALM DR		T3		
	EDWARD HINDERHOFER, 158	09/03/2023 22:22:46	TRAFFIC STOP	2055 W C 48	7301			
	DANIELLE HOYT, 190	09/03/2023 23:25:55	ACCIDENT	2615 W C 48	2501	C1		
	CONOR GARRITY, K115	09/04/2023 02:01:11	SUSPICIOUS PERSON	W SEMINOLE AVE	6602	C4	71	
	DANIELLE HOYT, 190	09/04/2023 02:11:04	PHONE COMPLT	2612 W C 48	2501	R6	Z1	
SCSO23CAD097032	walle to the second second second	09/04/2023 04:06:00	SICK/INJURED	6960 S BRADLEY ST	6301	M8		
SCSO23CAD097036		09/04/2023 05:03:08	SICK/INJURED	6233 LOWERY ST	6301	M8		
SCSO23CAD097059		09/04/2023 07:34:28	INFORMATION	1011 MEADOWS CIR	2501	C5		
THE RESIDENCE OF THE PARTY OF T	RONDEZ MOORE, X129	09/04/2023 10:30:25	TRAFFIC STOP	314 N I-75	7301	T1		
SCSO23CAD097105		09/04/2023 10:40:40	SICK/INJURED	200 JUMPER DR S	6301	M8		

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SCSO23CAD097169	Post (Post III) Yar	09/04/2023 13:45:26	SICK/INJURED	315 S PINE ST	6301	M8		
SCSO23CAD097173	KAELIN NEIGER, 211	09/04/2023 13:56:54	ANIMAL COMPLAINT	2684 W C 48	1601	C5		
SCSO23CAD097207		09/04/2023 15:55:41	911 HANGUP	2163 W C 48	9201	C4		
SCSO23CAD097217	STEVEN NEUMANN, 184	09/04/2023 16:24:42	THEFT	2163 W C 48	4402	R1		SCSO230FF005349
SCSO23CAD097225	DAKOTA WILSON, 157	09/04/2023 17:05:34	PHONE COMPLT	250 E MCCOLLUM AVE	2501	R6	Z1	
SCSO23CAD097226	DEVIN DANIELS, 239	09/04/2023 17:07:00	OBSTRUCTION ON HWY	2615 W C 48	7001	M6		
SCSO23CAD097240	STEVEN NEUMANN, 184	09/04/2023 17:51:24	PHONE COMPLT	2163 W C 48	2501	C1		
SCSO23CAD097252	STEVEN NEUMANN, 184	09/04/2023 18:17:00	ATC -WELFARE CHECK	2460 W C 48	2501	R6		
SCSO23CAD097258	DEVIN DANIELS, 239	09/04/2023 18:35:43	CIVIL	5551 SW 18TH TER 3	2501	C2		
SCSO23CAD097279	ROBERTH MATA, K143	09/04/2023 19:54:06	ATC -WELFARE CHECK	5551 SW 18TH TER	2501	C1		
SCSO23CAD097284	DEVIN DANIELS, 239	09/04/2023 20:05:31	INFORMATION	412 S PINE ST	2501	C2		
SCSO23CAD097299	STEVEN NEUMANN, 184	09/04/2023 20:39:41	TRAFFIC STOP	2612 W C 48	7301	T4		
SCSO23CAD097300	DAKOTA WILSON, 157	09/04/2023 20:48:06	TRAFFIC STOP	114 W BELT AVE	7301	T2	Z1	
SCSO23CAD097301	DEVIN DANIELS, 239	09/04/2023 20:51:57	TRAFFIC STOP	W C 48	7301	T3		
SCSO23CAD097302	ELIZABETH BUTLER, S49	09/04/2023 20:52:18	TRAFFIC STOP	217 W BELT AVE	7301	T4		
SCSO23CAD097308	JASON DUMONT, 230	09/04/2023 21:23:23	TRAFFIC STOP	W ANDERSON AVE	7301	T3		
SCSO23CAD097330	STEVEN NEUMANN, 184	09/04/2023 22:38:09	INFORMATION	2460 W C 48	2501	R6		
SCSO23CAD097346	DEVIN DANIELS, 239	09/05/2023 00:22:40	SUSPICIOUS PERSON	125 W BELT AVE	6602	C4		
SCSO23CAD097347	ELIZABETH BUTLER, S49	09/05/2023 00:23:22	SUSPICIOUS PERSON	316 N MAIN ST	6602	C4		
SCSO23CAD097365	DEVIN DANIELS, 239	09/05/2023 02:40:57	DISTURBANCE-UNK	317 W PARKHILL AVE	3102	C11		
SCSO23CAD097398	KAELIN NEIGER, 211	09/05/2023 07:53:28	ACCIDENT	504 N MAIN ST	7102	T7		
SCSO23CAD097414	ADAM GLAYZER, X132	09/05/2023 08:41:43	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1		
SCSO23CAD097425	KAELIN NEIGER, 211	09/05/2023 09:09:29	DISTURBANCE-VERBAL	422 W HUNT AVE	1804	R1		SCSO23OFF005362
SCSO23CAD097438	CHRISTOPHER MCPETERS, S55	09/05/2023 10:15:26	SUSPICIOUS INCIDENT	6233 LOWERY ST	2501	C1		300023011003302
SCSO23CAD097468	SHANNON VOSS, K124	09/05/2023 11:34:58	CIVIL	1514 W C 48	2501	C1		
SCSO23CAD097467	MICHAEL LARGE, T173	09/05/2023 11:35:09	INFORMATION	706 N MAIN ST	4401	R1	Z1	SCSO230FF005363
SCSO23CAD097478	GLENN WARE, X147	09/05/2023 11:59:38	ESCORT-FUNERAL	114 W NOBLE AVE	3401	C4		363023011003303
SCSO23CAD097481	SHANNON VOSS, K124	09/05/2023 12:03:43	TRAFFIC CONTROL	W SEMINOLE AVE	7203	C4		
SCSO23CAD097492	JOSEPH TRIA, 202	09/05/2023 12:25:41	HARASS PX	250 E MCCOLLUM AVE	4402	R6		
SCSO23CAD097495	KATHLEEN LONG, 189	09/05/2023 12:41:45	MENTAL PATIENT	422 W HUNT AVE	5101	M8		SCSO230FF005365
SCSO23CAD097519	KATHLEEN LONG, 189	09/05/2023 13:46:45	INFORMATION	250 E MCCOLLUM AVE	2501	C1		303023011003303
SCSO23CAD097530		09/05/2023 14:03:48	CITIZENS ASSIST	1122 N MAIN ST	2501	C5		
SCSO23CAD097533	JACOB HOLLOWAY, T117	09/05/2023 14:11:00	INFORMATION	706 N MAIN ST	2201	E2	Z1	
SCSO23CAD097535	GLENN WARE, X147	09/05/2023 14:14:23	TRAFFIC ENFORCEMENT	218 W FLANNERY AVE	7001	C4		
SCSO23CAD097560	KAELIN NEIGER, 211	09/05/2023 15:05:03	SUICIDE THREATS	6233 LOWERY ST 425	5101	R1		SCSO23OFF005368
SCSO23CAD097575	ADAM GLAYZER, X132	09/05/2023 15:37:47	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1	Z1	303023011003308
SCSO23CAD097579	STEVEN NEUMANN, 184	09/05/2023 15:42:13	THEFT	5260 S US 301	5403	R2	A1	SCSO23OFF005370
SCSO23CAD097582	GLENN WARE, X147	09/05/2023 15:43:53	TRAFFIC STOP	1010 N MAIN ST	7301	T3	AI	3C3O23OFF003370
SCSO23CAD097585	JARROD MARSHALL, T172	09/05/2023 15:51:58	INFORMATION	218 W FLANNERY AVE	4401	R1		SCSO230FF005369
SCSO23CAD097597	SHAWN DECKARD, B126	09/05/2023 15:31:38	CIVIL-SERV PAPER					3C3OZ3OFF003309
SCSO23CAD097597	DEVIN DANIELS, 239	09/05/2023 18:15:33	THEFT	219 E ANDERSON AVE 2163 W C 48	2201 6601	C7 R6		
SCSO23CAD097663					THE RESERVE OF THE PERSON OF T			
SCSO23CAD097666	DEVIN DANIELS, 239	09/05/2023 19:18:34	ANIMAL COMPLAINT	W C 48	1601	C4		
SCSO23CAD097666 SCSO23CAD097670	DEVIN DANIELS, 239	09/05/2023 19:33:28	SUSPICIOUS VEH	1705 EAGLE	6603	C9		
Deliver the state of the state	DEVIN DANIELS, 239	09/05/2023 19:42:45	CITIZENS ASSIST	250 E MCCOLLUM AVE	2501	C2	44	
SCSO23CAD097675	STEVEN NEUMANN, 184	09/05/2023 19:53:28	FCIC/NCIC HIT	219 E ANDERSON AVE	8501	R2	A1	
SCSO23CAD097676	DEVIN DANIELS, 239	09/05/2023 20:03:45	SUSPICIOUS PERSON	5551 SW 18TH TER APT 3	6603	C4		
SCSO23CAD097692	DEVIN DANIELS, 239	09/05/2023 20:42:46	CITZ ASST-ESCRT	1000 MEADOWS CIR 3	2501	C1		

SCSO23CAD097694	GARRETT ALLEN, 181	09/05/2023 20:48:56	SUSPICIOUS PERSON	5551 SW 18TH TER	2501	C1		
SCSO23CAD097706	DEVIN DANIELS, 239	09/05/2023 21:26:54	PHONE COMPLT	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD097721	STEVEN NEUMANN, 184	09/05/2023 22:31:20	INVESTIGATION FOLLOW	219 E ANDERSON AVE	3801	R5		
SCSO23CAD097739	STEVEN NEUMANN, 184	09/05/2023 23:57:39	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	
SCSO23CAD097746	ELIZABETH BUTLER, S49	09/06/2023 00:38:13	EXTRA PATROL	824 W NOBLE AVE	8901	C4		
SCSO23CAD097796	ADAM GLAYZER, X132	09/06/2023 07:48:24	ASSIST OTHER AGENCY	314 N I-75	6101	R6	Z1	
SCSO23CAD097804		09/06/2023 08:06:54	SICK/INJURED	21 PALM DR	6301	M8		
SCSO23CAD097813	JEFFREY COHEN, D109	09/06/2023 08:57:56	THEFT	250 E MCCOLLUM AVE	6803	R1		SCSO23OFF005375
SCSO23CAD097816	EAGLE ONE, E01	09/06/2023 09:11:45	INFORMATION	314 N I-75	4401	H1		
SCSO23CAD097825	DONOVAN REYNOLDS, 176	09/06/2023 09:27:34	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	2501	R1		SCSO230FF005376
SCSO23CAD097831	ROBERT HANSEN, X133	09/06/2023 09:45:28	TRAFFIC STOP	2163 W C 48	7301	T3		
SCSO23CAD097840	RICHARD PETERS, K188	09/06/2023 10:23:05	SUSPICIOUS PERSON	5551 SW 18TH TER W236	3801	R1		SCSO23OFF005382
SCSO23CAD097863	GREGORY LINK, 241	09/06/2023 11:07:26	ASSIST OTHER AGENCY	219 E ANDERSON AVE	6101	R1	Z1	SCSO23OFF005380
SCSO23CAD097867	DENNIS HENRY, K148	09/06/2023 11:13:18	THEFT	250 E MCCOLLUM AVE	6808	R6		
SCSO23CAD097875	DONOVAN REYNOLDS, 176	09/06/2023 11:28:12	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	6804	R1		SCSO23OFF005381
SCSO23CAD097876	SHAWN DECKARD, B126	09/06/2023 11:30:00	CIVIL-SERV PAPER	414 W NOBLE AVE	2201	C7		
SCSO23CAD097892		09/06/2023 12:07:06	911 MISDIAL	1305 W C 48	9201	C1		
SCSO23CAD097897	DENNIS HENRY, K148	09/06/2023 12:23:46	CITIZENS ASSIST	250 E MCCOLLUM AVE	2501	R6		
SCSO23CAD097907	SHAWN DECKARD, B126	09/06/2023 12:54:05	CIVIL-SERV PAPER	219 E ANDERSON AVE	2201	C7		
SCSO23CAD097911	SHAWN DECKARD, B126	09/06/2023 13:11:15	CIVIL-SERV PAPER	414 W NOBLE AVE	2201	C7		
SCSO23CAD097915	DENNIS HENRY, K148	09/06/2023 13:14:35	ATC -WELFARE CHECK	412 S PINE ST	2501	C4		
SCSO23CAD097918	SHAWN DECKARD, B126	09/06/2023 13:25:57	CIVIL-SERV PAPER	807 N WEST ST	2201	C7		and the second second second
SCSO23CAD097927		09/06/2023 13:50:43	911 HANGUP	2110 OLD 313	9201	C11		
SCSO23CAD097941		09/06/2023 14:22:51	INFORMATION	215 E MCCOLLUM AVE	2501	C4		
SCSO23CAD097953	DENNIS HENRY, K148	09/06/2023 14:36:16	TRAFFIC STOP	420 N MAIN ST	7203	R2		SCSO230FF005387
SCSO23CAD097976	ERICA HILLMAN, 205	09/06/2023 15:26:35	DCF/ABUSE REG	420 N MAIN ST	1102	M6		SCSO23OFF005391
SCSO23CAD097987	PATRICK FLYNN, K163	09/06/2023 16:11:00	VIN VERIFICATION	250 E MCCOLLUM AVE	2501	R6		
SCSO23CAD098016	DENNIS HENRY, K148	09/06/2023 17:49:26	CIVIL	2055 W C 48	2501	C2		
SCSO23CAD098083	TYLER THOMPSON, Z193	09/06/2023 21:11:42	TRAFFIC STOP	W BELT AVE	7301	T3		
SCSO23CAD098093	TAYLOR VIEU, 232	09/06/2023 21:33:47	TRAFFIC STOP	E C 48	7301	Т3	Z1	
SCSO23CAD098101	TAYLOR VIEU, 232	09/06/2023 21:59:34	TRAFFIC STOP	2163 W C 48	7301	T3	Z1	
SCSO23CAD098121	SELBY FRANKLIN, C103	09/06/2023 23:19:33	TRAFFIC PARKING	2615 W C 48	2501	C1		
SCSO23CAD098132	TYLER THOMPSON, Z193	09/07/2023 00:18:57	SUSPICIOUS PERSON	175	6602	C4		
SCSO23CAD098155	LACEY NORDLE, 162	09/07/2023 05:19:40	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C12	Z1	
SCSO23CAD098157	LACEY NORDLE, 162	09/07/2023 05:47:29	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C12	Z1	
SCSO23CAD098168	LARRY HIGGINS, C114	09/07/2023 07:39:37	CIVIL	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD098171	ADAM GLAYZER, X132	09/07/2023 07:53:40	TRAFFIC ENFORCEMENT	W C 48	7001	C1	Z1	
SCSO23CAD098186	JACOB HOLLOWAY, T117	09/07/2023 08:48:02	THEFT	706 N MAIN ST	4103	R1	Z1	SCSO230FF005401
SCSO23CAD098195	SHAWN DECKARD, B126	09/07/2023 09:14:40	CIVIL-SERV PAPER	807 N WEST ST	2201	C7		
SCSO23CAD098196	ROBERT HANSEN, X133	09/07/2023 09:22:16	ACCIDENT/OBSTRUCTION	GRACE ST	7102	T7		
SCSO23CAD098223	LACEY NORDLE, 162	09/07/2023 10:57:04	THEFT	2195 W C 48	4103	R1	Z1	SCSO230FF005406
SCSO23CAD098226	SHAWN DECKARD, B126	09/07/2023 11:04:52	CIVIL-SERV PAPER	219 E ANDERSON AVE	2201	C7		
SCSO23CAD098247	SHAWN DECKARD, B126	09/07/2023 11:49:13	CIVIL-SERV PAPER	2163 W C 48	2201	C7		
SCSO23CAD098251	SHAWN DECKARD, B126	09/07/2023 11:58:40	CIVIL-SERV PAPER	2224 W C 48	2201	C7		
SCSO23CAD098252	C ITTT DECIMINATION DIEG	09/07/2023 11:58:50	CITIZENS ASSIST	6233 LOWERY ST	2501	M8		
SCSO23CAD098257	DENNIS HENRY, K148	09/07/2023 11:38:50	STOLEN TAG	250 E MCCOLLUM AVE	8101	R6		
SCSO23CAD098284	ANTHONY LEE, 144	09/07/2023 13:23:59	THEFT	6096 LOWERY ST	6601	R6	Z1	
3C30Z3CMD036Z64	ANTHON LLL, 144	05/01/2025 15:25:55		0000 20 (12111 01				

SCSO23CAD098339	AUSTIN MCCONNELL, V155	09/07/2023 15:46:13	NARCOTICS	250 E MCCOLLUM AVE	5403	R4	Line State of	SCSO230FF005415
SCSO23CAD098346	SHAWN DECKARD, B126	09/07/2023 16:01:12	CIVIL-SERV PAPER	306 S PINE ST	2201	C7		
SCSO23CAD098354	SHAWN DECKARD, B126	09/07/2023 16:33:05	CIVIL-SERV PAPER	2224 W C 48	2201	C7		
SCSO23CAD098376	TAYLOR VIEU, 232	09/07/2023 17:42:34	RECOVERED PROPERTY	402 N FLORIDA ST	2501	C5		
SCSO23CAD098403	TYLER THOMPSON, Z193	09/07/2023 19:28:02	TRAFFIC STOP	N MAIN ST	7301	T3		
SCSO23CAD098440		09/07/2023 22:09:48	SICK/INJURED	5551 SW 18TH TER 147C	6301	M8		
SCSO23CAD098444	TAYLOR VIEU, 232	09/07/2023 22:43:42	SUSPICIOUS VEH	2615 W C 48	2501	C1	Z1	
SCSO23CAD098466	TAYLOR VIEU, 232	09/08/2023 01:43:03	DISTURBANCE-PHYSICAL	2224 W C 48	4401	R6	Z1	
SCSO23CAD098507	ADAM GLAYZER, X132	09/08/2023 07:50:07	TRAFFIC ENFORCEMENT	W C 48	7001	C1	Z1	
SCSO23CAD098519	KAELIN NEIGER, 211	09/08/2023 08:37:05	FCIC/NCIC HIT	706 N MAIN ST	8801	R2	A1	
SCSO23CAD098520	GLENN WARE, X147	09/08/2023 08:40:24	TRAFFIC CONTROL	S FLORIDA ST	7001	C4		and the second second
SCSO23CAD098521	ADAM GLAYZER, X132	09/08/2023 08:40:55	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C4	Z1	
SCSO23CAD098526	GLENN WARE, X147	09/08/2023 09:03:08	SUSPICIOUS VEH	125 W BELT AVE	2501	C4		
SCSO23CAD098531	SEVERAL DESCRIPTION	09/08/2023 09:24:14	RECKLESS DRIVER	2163 W C 48	9901	C11		
SCSO23CAD098540	KATHLEEN LONG, 189	09/08/2023 09:46:26	TRAFFIC STOP	N FLORIDA ST	7301	Т3		
SCSO23CAD098548	KAELIN NEIGER, 211	09/08/2023 09:57:32	BATTERY	219 E ANDERSON AVE	1803	R2	A1	SCSO230FF005422
SCSO23CAD098562	KAELIN NEIGER, 211	09/08/2023 10:34:30	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A1	SCSO230FF005423
SCSO23CAD098570	KATHLEEN LONG, 189	09/08/2023 11:10:10	DCF/ABUSE REG	111 N FLORIDA ST	1102	M6		
SCSO23CAD098606	SHAWN DECKARD, B126	09/08/2023 13:03:20	CIVIL-SERV PAPER	115 W BELT AVE	2201	C7		
SCSO23CAD098624	ROBERT HANSEN, X133	09/08/2023 14:11:45	HIT AND RUN	N MAIN ST	7105	T8		
SCSO23CAD098674	KAELIN NEIGER, 211	09/08/2023 16:18:25	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	3801	R5		
SCSO23CAD098700	STEVEN NEUMANN, 184	09/08/2023 17:46:34	TRAFFIC STOP	2615 W C 48	7301	T3		
SCSO23CAD098702	ERICA HAY, 238	09/08/2023 18:00:39	CITIZENS ASSIST	2163 W C 48	2501	C1		
SCSO23CAD098704		09/08/2023 18:02:43	911 HANGUP	523 W HUNT AVE	9201	R6		
SCSO23CAD098705	STEVEN NEUMANN, 184	09/08/2023 18:08:33	TRAFFIC STOP	1305 W C 48	7301	Т3		
SCSO23CAD098730	ERICA HAY, 238	09/08/2023 19:55:04	BUILDING CHECK	2680 W C 476	5602	C4		
SCSO23CAD098735	SHANNON VOSS, K124	09/08/2023 20:07:27	TRAFFIC STOP	2163 W C 48	7301	T4		
SCSO23CAD098737	STEVEN NEUMANN, 184	09/08/2023 20:17:33	TRAFFIC STOP	2460 W C 48	7301	T1		
SCSO23CAD098746	STEVEN NEUMANN, 184	09/08/2023 20:44:34	TRAFFIC STOP	2460 W C 48	7203	R2	A1	SCSO230FF005436
SCSO23CAD098810	MATTHEW REEVES, K104	09/09/2023 01:55:45	SUSPICIOUS VEH	N LAWRENCE CT	6603	C4		
SCSO23CAD098840	KAELIN NEIGER, 211	09/09/2023 07:49:11	CIVIL	401 N WALL ST 72	2501	C1		
SCSO23CAD098870	KAELIN NEIGER, 211	09/09/2023 10:04:27	THEFT	420 N MAIN ST	2501	C4		
SCSO23CAD098886		09/09/2023 11:09:24	911 HANGUP	315 S I-75	9201	C5		
SCSO23CAD098921	KAELIN NEIGER, 211	09/09/2023 12:42:48	ANIMAL COMPLAINT	2163 W C 48	2501	C4		
SCSO23CAD098933		09/09/2023 13:25:02	SICK/INJURED	5515 SW 18TH TER	6301	M8		
SCSO23CAD098944	KAELIN NEIGER, 211	09/09/2023 13:53:14	SUSPICIOUS PERSON	401 N WALL ST 83	2501	C1		
SCSO23CAD098950	STEVEN NEUMANN, 184	09/09/2023 14:19:35	TRAFFIC STOP	N WEST ST	7301	Т3	Z1	
SCSO23CAD098965	STEVEN NEUMANN, 184	09/09/2023 15:02:44	TRAFFIC STOP	W PARKHILL AVE	7301	T4		
SCSO23CAD098966	KAELIN NEIGER, 211	09/09/2023 15:06:22	TRAFFIC STOP	N WEST ST	7301	T4		
SCSO23CAD098989	CODY TAPANES,	09/09/2023 16:17:44	DISTURBANCE-UNK	2195 W C 48	3102	C11		
SCSO23CAD098994	STEVEN NEUMANN, 184	09/09/2023 16:38:43	INFORMATION	404 E ANDERSON AVE	2501	R6		
SCSO23CAD099019	ERICA HAY, 238	09/09/2023 18:23:59	ANIMAL COMPLAINT	2163 W C 48	2501	M6		
SCSO23CAD099026	STEVEN NEUMANN, 184	09/09/2023 18:52:12	TRAFFIC STOP	706 N MAIN ST	7301	T3		
SCSO23CAD099033	STEVEN NEUMANN, 184	09/09/2023 19:10:22	BATTERY	1969 W C 48	1801	R2	A2	SCSO230FF005453
SCSO23CAD099051	CODY MUNSTER, 165	09/09/2023 19:54:18	OBSTRUCTION ON HWY	420 N MAIN ST	2501	C9		000020011000-100
SCSO23CAD099079	ERICA HAY, 238	09/09/2023 21:17:12	SUSPICIOUS INCIDENT	401 N WALL ST	6601	R6		
SCSO23CAD099082	DENNIS TURNER, 228	09/09/2023 21:25:01	TRAFFIC STOP	2615 W C 48	7301	T3	Z1	
353523CHD033602	22.1113 TOTALLY 220	05/05/2025 21.25.01		2010 11 0 10	7301	.5		

SCSO23CAD099097	ERICA HAY, 238	09/09/2023 22:15:14	SUSPICIOUS INCIDENT	214 E VERMONT AVE	6601	C9		
SCSO23CAD099111	ERICA HAY, 238	09/10/2023 00:00:25	EXTRA PATROL	824 W NOBLE AVE	8901	C4		
SCSO23CAD099115		09/10/2023 00:22:41	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD099119	DENNIS TURNER, 228	09/10/2023 00:36:05	SUICIDE THREATS	5551 SW 18TH TER	5101	R1	Z1	SCSO23OFF005459
SCSO23CAD099122	ELIZABETH BUTLER, S49	09/10/2023 01:48:49	SUSPICIOUS VEH	407 E BELT AVE	6603	C4	Z1	
SCSO23CAD099144		09/10/2023 06:57:22	SICK/INJURED	403 W PALM AVE	6301	M8		
SCSO23CAD099190	RONDEZ MOORE, X129	09/10/2023 10:32:38	TRAFFIC STOP	314 S I-75	7301	T1		
SCSO23CAD099196	RONDEZ MOORE, X129	09/10/2023 10:48:55	TRAFFIC STOP	314 N I-75	7301	T4		
SCSO23CAD099204	RONDEZ MOORE, X129	09/10/2023 11:09:30	TRAFFIC STOP	E BELT AVE	7301	T1		
SCSO23CAD099218	KAELIN NEIGER, 211	09/10/2023 12:04:36	ALARM-RES	401 N WALL ST 29	1403	A2		
SCSO23CAD099234	GLENN WARE, X147	09/10/2023 13:24:04	ESCORT-FUNERAL	114 W NOBLE AVE	4301	C4		
SCSO23CAD099237	STEVEN NEUMANN, 184	09/10/2023 13:31:07	TRAFFIC STOP	S MAIN ST	7301	T4		
SCSO23CAD099244		09/10/2023 13:46:57	911 MISDIAL	6233 SW 18TH WAY	9201	C4		
SCSO23CAD099252	KAELIN NEIGER, 211	09/10/2023 14:41:31	DISTURBANCE-UNK	5847 LAKE AVE	3101	R6		
SCSO23CAD099261	STEVEN NEUMANN, 184	09/10/2023 15:19:32	TRAFFIC STOP	2192 W C 48	7301	T4		
SCSO23CAD099278	PER PER MENT OF THE PER PER PER PER PER PER PER PER PER PE	09/10/2023 16:41:40	SICK/INJURED	315 W PARKER AVE	6301	M8		Andrew Control
SCSO23CAD099286	KAITLYN VANBUREN, A73	09/10/2023 17:24:47	INVESTIGATION FOLLOW	5551 SW 18TH TER	6301	M8		
SCSO23CAD099287	MATTHEW REEVES, K104	09/10/2023 17:30:59	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	3801	R5		
SCSO23CAD099350	ERICA HAY, 238	09/10/2023 21:28:41	SUSPICIOUS PERSON	5551 SW 18TH TER	6602	C9		
CSO23CAD099355		09/10/2023 21:37:34	REPOSSESSION	5551 SW 18TH TER	7704	S75		
CSO23CAD099357	ELIZABETH BUTLER, S49	09/10/2023 21:42:05	SUSPICIOUS VEH	2161 W C 48	6603	C4		
CSO23CAD099383	ERICA HAY, 238	09/11/2023 00:17:31	INFORMATION	205 JUMPER DR N	4402	C2		
CSO23CAD099396	ERICA HAY, 238	09/11/2023 03:38:19	EXTRA PATROL	706 N MAIN ST	5601	C4		
CSO23CAD099415	ERICA HILLMAN, 205	09/11/2023 06:39:41	TRAFFIC STOP	W SEMINOLE AVE	7301	Т3		
CSO23CAD099471	SHAWN DECKARD, B126	09/11/2023 09:47:00	CIVIL-SERV PAPER	2163 W C 48	2201	C7		
SCSO23CAD099474	SHAWN WHITE, 244	09/11/2023 09:51:29	THEFT	250 E MCCOLLUM AVE	2501	R6	Z1	
SCSO23CAD099481	JARROD MARSHALL, T172	09/11/2023 10:23:10	INFORMATION	218 W FLANNERY AVE	4402	R6		
CSO23CAD099507	DONOVAN REYNOLDS, 176	09/11/2023 11:16:27	SUSPICIOUS INCIDENT	250 E MCCOLLUM AVE	6601	C4		
CSO23CAD099513	KENNETH KOENEN, X501	09/11/2023 11:33:02	ESCORT-FUNERAL	114 W NOBLE AVE	3401	C1		
SCSO23CAD099529	JARROD MARSHALL, T172	09/11/2023 12:02:37	MENTAL PATIENT	218 W FLANNERY AVE	4402	R6		
SCSO23CAD099536		09/11/2023 12:25:22	911 MISDIAL	2110 OLD 313	9201	C1		
CSO23CAD099547	DONOVAN REYNOLDS, 176	09/11/2023 12:46:37	TRESPASSING	2163 W C 48	6602	C9		The state of the s
SCSO23CAD099548	JACOB HOLLOWAY, T117	09/11/2023 12:50:44	SICK/INJURED	706 N MAIN ST	6603	M8	Z1	
SCSO23CAD099593	SHAWN DECKARD, B126	09/11/2023 14:30:58	CIVIL-SERV PAPER	219 E ANDERSON AVE	2201	C7		
SCSO23CAD099606	SHAWN DECKARD, B126	09/11/2023 15:05:23	CIVIL-SERV PAPER	306 S PINE ST	2201	C7		
CSO23CAD099611	RACHEL MALESKE, 234	09/11/2023 15:16:30	SUSPICIOUS INCIDENT	824 W NOBLE AVE	5702	R1		SCSO230FF005482
CSO23CAD099621	JACOB HOLLOWAY, T117	09/11/2023 15:53:19	DISTURBANCE-UNK	706 N MAIN ST	2901	R2	Z1	SCSO230FF005483
CSO23CAD099631	DONOVAN REYNOLDS, 176	09/11/2023 16:08:28	CIVIL	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD099639	DONOVAN REYNOLDS, 176	09/11/2023 16:30:43	THEFT -IDENTITY	217 W BELT AVE	2501	R6		
SCSO23CAD099662	TYLER THOMPSON, Z193	09/11/2023 17:57:11	TRAFFIC STOP	W C 48	7301	Т3		
CSO23CAD099670		09/11/2023 18:26:31	SICK/INJURED	423 W CENTRAL AVE	6301	M8		
SCSO23CAD099675	TYLER THOMPSON, Z193	09/11/2023 18:39:01	TRAFFIC STOP	W C 48	7301	C5		
SCSO23CAD099691	TYLER THOMPSON, Z193	09/11/2023 19:14:16	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	
SCSO23CAD099091	WALTER PETERSON, 209	09/11/2023 21:21:37	SUSPICIOUS PERSON	125 W BELT AVE	2501	C1		
SCSO23CAD099718	THE PER PER PER PER PER PER PER PER PER PE	09/11/2023 21:25:14	SICK/INJURED	322 N ADAMS ST	6301	M8		
SCSO23CAD099718	TYLER THOMPSON, Z193	09/11/2023 21:23:14	TRAFFIC STOP	407 E BELT AVE	7301	T4		
SCS023CAD099720	TYLER THOMPSON, Z193	09/11/2023 21:41:21	TRAFFIC STOP	W C 48	7203	R2	A1	SCSO230FF005492
3C3CZ3CADU39/30	TILLN THOWIFSON, 2195	03/11/2023 22.40.00	TARTIC STOP		,200	1.0	Section 1	

SCSO23CAD099747	TYLER THOMPSON, Z193	09/12/2023 00:48:08	TRAFFIC STOP	2615 W C 48	7301	T4		
SCSO23CAD099776	SHAWN WHITE, 244	09/12/2023 06:23:18	DISTURBANCE-PHYSICAL	2615 W C 48	1801	R1	Z1	SCSO230FF005494
SCSO23CAD099785		09/12/2023 07:51:09	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD099812	TREVOR LAVIANO, T169	09/12/2023 09:30:45	INFORMATION	709 N WEST ST	4401	R1		SCSO230FF005495
SCSO23CAD099822	SHAWN DECKARD, B126	09/12/2023 09:56:42	CIVIL-SERV PAPER	114 W BELT AVE	2201	C7		
SCSO23CAD099839	JOHN GUINANE, X121	09/12/2023 10:59:38	ESCORT-FUNERAL	114 W NOBLE AVE	3401	C1	Z1	
SCSO23CAD099855	JEREMY WILLIAMS, D110	09/12/2023 11:36:50	INFORMATION	219 E ANDERSON AVE	4402	R1		SCSO23OFF005498
SCSO23CAD099858	JARROD MARSHALL, T172	09/12/2023 11:39:48	DCF/ABUSE REG	218 W FLANNERY AVE	6101	R1		SCSO230FF005499
SCSO23CAD099896	No. Carlo	09/12/2023 13:18:37	911 MISDIAL	215 E MCCOLLUM AVE	9201	C1		
SCSO23CAD099902		09/12/2023 13:51:19	SICK/INJURED	2269 W C 48	6301	M8		
SCSO23CAD099919		09/12/2023 14:54:57	911 MISDIAL	125 W BELT AVE	9201	C4		
SCSO23CAD099925	Market and the second of the s	09/12/2023 14:59:34	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD099927	JARROD MARSHALL, T172	09/12/2023 15:02:47	ATTEMPT TO CONTACT	306 W COLLINS AVE	2501	C4		
SCSO23CAD099939	The same of the sa	09/12/2023 15:33:29	TRAFFIC CONTROL	706 N MAIN ST	2501	C5		
SCSO23CAD099941	CHRISTOPHER THIBODEAU, L30	09/12/2023 15:40:08	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1		
SCSO23CAD099960	CORY UTTER, 233	09/12/2023 16:27:45	ACCIDENT	2615 W C 48	7102	T7	Z1	
SCSO23CAD099986	JOHN GUINANE, X121	09/12/2023 17:59:23	ACCIDENT	415 E NOBLE AVE	7102	Т7	Z1	
SCSO23CAD099991	JEAN SILVA, X146	09/12/2023 18:11:44	ESCORT-FUNERAL	114 W NOBLE AVE	2501	C1		
SCSO23CAD100007	RACHEL MALESKE, 234	09/12/2023 19:02:22	TRAFFIC STOP	E SEMINOLE AVE	7301	T3		
SCSO23CAD100011		09/12/2023 19:11:37	SICK/INJURED	322 N ADAMS ST	6301	M8		
SCSO23CAD100012	RACHEL MALESKE, 234	09/12/2023 19:12:32	TRAFFIC STOP	S MAIN ST	7301	T3		
SCSO23CAD100017	RACHEL MALESKE, 234	09/12/2023 19:31:17	TRAFFIC STOP	SOUTHLAND AVE	7301	T3		
SCSO23CAD100018		09/12/2023 19:31:48	911 HANGUP	2615 W C 48	9201	C5		
SCSO23CAD100026	PETER GLIM, S44	09/12/2023 19:57:31	TRAFFIC STOP	S MAIN ST	7301	T4		
SCSO23CAD100027	RACHEL MALESKE, 234	09/12/2023 19:57:53	TRAFFIC STOP	S MAIN ST	7301	T4		
SCSO23CAD100040	WALTER PETERSON, 209	09/12/2023 20:30:26	DISTURBANCE-VERBAL	2224 W C 48	5101	R1		SCS0230FF005508
SCSO23CAD100059	TYLER THOMPSON, Z193	09/12/2023 22:43:34	TRAFFIC STOP	2163 W C 48	7301	T3	Z1	303023011003308
SCSO23CAD100070		09/12/2023 23:57:20	SICK/INJURED	221 N ROSEWOOD ST	9901	M8		
SCSO23CAD100072		09/13/2023 00:19:51	SICK/INJURED	221 N ROSEWOOD ST	6301	M8		
SCSO23CAD100077	TYLER THOMPSON, Z193	09/13/2023 01:18:44	TRAFFIC STOP	W C 48 .	7301	T4		
SCS023CAD100079	TYLER THOMPSON, Z193	09/13/2023 01:55:42	TRAFFIC STOP	SOUTHLAND AVE	7301	T4		
SCSO23CAD100095	KAELIN NEIGER, 211	09/13/2023 06:42:41	UNSECU DOOR/GATE	250 E MCCOLLUM AVE	9901	K1		
SCSO23CAD100106		09/13/2023 07:09:10	SICK/INJURED	319 W PARKHILL AVE	6301	M8		
SCSO23CAD100107		09/13/2023 07:15:14	911 HANGUP	2055 W C 48	9201	C4		
SCSO23CAD100108		09/13/2023 07:13:14	ANIMAL COMPLAINT	2161 W C 48	2501	C1		
SCSO23CAD100126	KAELIN NEIGER, 211	09/13/2023 08:03:16	ALARM-COMRCL	1969 W C 48	1402	A1		
SCSO23CAD100127	KATHLEEN LONG, 189	09/13/2023 08:11:49	ALARM-COMRCL	1969 W C 48	1402	C4		
SCSO23CAD100127	KENNETH AMSLER, X175	09/13/2023 09:15:23	ALARM-COMRCL	1969 W C 48	1402	A2		
SCSO23CAD100148	KENNETH KOENEN, X501	09/13/2023 09:15:26	ESCORT-FUNERAL	114 W NOBLE AVE	3401	C1		
SCSO23CAD100176	KAELIN NEIGER, 211	09/13/2023 10:13:26	ALARM-RES	409 N WALL ST	1403			
SCSO23CAD100194	PAMELA WARREN, D122	09/13/2023 10:43:23	INFORMATION	250 E MCCOLLUM AVE	6202	A2 C1		
SCSO23CAD100196	PAMELA WARREN, D122	09/13/2023 10:43:43	INFORMATION					
SCSO23CAD100198	PAMELA WARREN, D122	09/13/2023 10:44:03	INFORMATION	250 E MCCOLLUM AVE	6202	C1		
SCSO23CAD100197				250 E MCCOLLUM AVE	6202	C1		
Control of the Contro	PAMELA WARREN, D122	09/13/2023 10:44:38	INFORMATION	250 E MCCOLLUM AVE	6202	C1		
SCSO23CAD100199 SCSO23CAD100204	PAMELA WARREN, D122	09/13/2023 10:45:01	INFORMATION	250 E MCCOLLUM AVE	6202	C1		
	KAELIN NEIGER, 211	09/13/2023 10:57:12	THEFT	250 E MCCOLLUM AVE	6803	R1	74	SCSO230FF005514
SCSO23CAD100209	JACOB HOLLOWAY, T117	09/13/2023 11:09:13	INFORMATION	706 N MAIN ST	2201	E2	Z1	

SCSO23CAD100222	SHAWN DECKARD, B126	09/13/2023 11:53:23	CIVIL-SERV PAPER	219 E ANDERSON AVE	2201	C7		
SCSO23CAD100235	SHAWN DECKARD, B126	09/13/2023 12:16:06	CIVIL-SERV PAPER	401 N WALL ST	2201	C7		
SCSO23CAD100237	SHAWN DECKARD, B126	09/13/2023 12:21:18	CIVIL-SERV PAPER	401 N WALL ST	2201	C7		
SCSO23CAD100239	KAELIN NEIGER, 211	09/13/2023 12:24:11	SICK/INJURED	6936 CR 557	6301	C4		
SCSO23CAD100240	SHAWN DECKARD, B126	09/13/2023 12:31:44	CIVIL-SERV PAPER	419 TUSTENUGEE DR	2201	C7		
SCSO23CAD100244	KAITLYN VANBUREN, A73	09/13/2023 12:40:01	INVESTIGATION FOLLOW	706 N MAIN ST	2501	C1		
SCSO23CAD100262		09/13/2023 13:17:19	PHONE COMPLT	215 E MCCOLLUM AVE	9901	Z1		
SCSO23CAD100281		09/13/2023 14:06:34	911 MISDIAL	2163 W C 48	9201	C1		
SCSO23CAD100314		09/13/2023 15:06:28	SICK/INJURED	205 JUMPER DR N	6301	M8		
SCSO23CAD100331		09/13/2023 15:44:42	INFORMATION	316 N I-75	9901	C4		
SCSO23CAD100341		09/13/2023 15:57:13	911 HANGUP	2110 OLD 313	9201	C5		
SCSO23CAD100342		09/13/2023 15:58:38	911 HANGUP	2110 OLD 313	9201	C11		
SCSO23CAD100354	JACOB HOLLOWAY, T117	09/13/2023 16:24:09	ATTEMPT TO CONTACT	221 N ROSEWOOD ST A	2303	C5	Z1	
SCSO23CAD100359	DENNIS TURNER, 228	09/13/2023 16:27:30	THEFT	1122 N MAIN ST	6809	R1	Z1	SCSO23OFF005522
SCSO23CAD100361	GARRETT ALLEN, 181	09/13/2023 16:32:17	DISTURBANCE-UNK	S MAIN ST	5101	R1	Z1	SCSO230FF005523
SCSO23CAD100380	KENNETH ZIMMERMAN, 242	09/13/2023 17:00:23	INFORMATION	205 JUMPER DR N	2501	C1		
SCSO23CAD100400		09/13/2023 18:14:04	911 HANGUP	212 E NOBLE AVE	9201	C5		
SCSO23CAD100401	JACOB HOLLOWAY, T117	09/13/2023 18:14:36	ACCIDENT	E NOBLE AVE	7102	Т8		
SCSO23CAD100401	DENNIS TURNER, 228	09/13/2023 19:12:14	STOLEN VEHICLE	2612 W C 48	4401	R1	Z1	SCSO230FF005530
SCSO23CAD100425	KENNETH ZIMMERMAN, 242	09/13/2023 19:12:40	DISTURBANCE-VERBAL	306 W PARKER AVE	3101	R6		
SCSO23CAD100425	KENNETH ZIMMERMAN, 242	09/13/2023 19:46:33	DISTURBANCE-UNK	306 W PARKER AVE	3101	R6		
SCSO23CAD100433	DENNIS TURNER, 228	09/13/2023 22:45:53	RECOVERED PROPERTY	2612 W C 48	4401	R1	Z1	
SCSO23CAD100403	DEINING FORMER, 220	09/14/2023 00:58:56	RECKLESS DRIVER	315 S I-75	9901	M6		
SCSO23CAD100498		09/14/2023 01:58:58	INFORMATION	205 JUMPER DR N	2501	C5	The second second	
SCSO23CAD100508	DENNIS TURNER, 228	09/14/2023 04:21:58	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A1	
SCSO23CAD100512	DERRICK CANNA, 174	09/14/2023 04:21:56	SUSPICIOUS PERSON	306 W PARKER AVE	2501	R6	,,,	
SCS023CAD100515	DERRICK CANNA, 174 DERRICK CANNA, 174	09/14/2023 04:50:15	SUSPICIOUS VEH	5551 SW 18TH TER	6603	C9		
SCSO23CAD100513	KAELIN NEIGER, 211	09/14/2023 11:18:51	SUSPICIOUS PERSON	5551 SW 18TH TER	6602	C9		
SCSO23CAD100631	RAELIN NEIGER, 211	09/14/2023 11:18:51	INFORMATION	2249 W C 48	2501	C1		
	KENNETH AMSLER, X175	09/14/2023 11:32:36	HIT AND RUN	2245 W C 48	7102	T8		
SCSO23CAD100635	KENNETH AWISLER, X175		911 HANGUP	706 N MAIN ST	9201	C1		
SCSO23CAD100638	IACOR HOLLOWAY, T117	09/14/2023 11:48:04		706 N MAIN ST	5402	R1	Z1	SCSO230FF005541
SCSO23CAD100645	JACOB HOLLOWAY, T117	09/14/2023 12:11:39	RECOVERED PROPERTY	219 E ANDERSON AVE	2201	C7	21	363023011003541
SCSO23CAD100648	SHAWN DECKARD, B126	09/14/2023 12:14:07	CIVIL-SERV PAPER		4402	R1		SCSO230FF005542
SCSO23CAD100653	KAELIN NEIGER, 211	09/14/2023 12:17:03	THREATS	250 E MCCOLLUM AVE	7102	T8		3C3O23OFF003342
SCSO23CAD100660	KENNETH KOENEN, X501	09/14/2023 12:43:25	HIT AND RUN	2238 W C 48		R2	A2	SCSO230FF005543
SCSO23CAD100681	JACOB HOLLOWAY, T117	09/14/2023 13:41:47	BATTERY	706 N MAIN ST	1801		AZ	3C3O23OFF003343
SCSO23CAD100683	KAELIN NEIGER, 211	09/14/2023 13:45:29	CITIZENS ASSIST	412 S PINE ST	2501	C1		
SCSO23CAD100691	SHAWN DECKARD, B126	09/14/2023 13:58:06	CIVIL-SERV PAPER	709 N WEST ST	2201	C7	74	555033055005547
SCSO23CAD100718	JACOB HOLLOWAY, T117	09/14/2023 14:41:59	INFORMATION	706 N MAIN ST	4401	R1	Z1	SCSO230FF005547
SCSO23CAD100739	KAELIN NEIGER, 211	09/14/2023 15:43:22	CIVIL	412 S PINE ST	2501	R6	4.2	CCC022055005554
SCSO23CAD100761	DENNIS TURNER, 228	09/14/2023 16:52:13	THEFT	2163 W C 48	6809	N1	A2	SCSO230FF005551
SCSO23CAD100820	ERICA HAY, 238	09/14/2023 20:17:13	DISTURBANCE-UNK	419 S FLORIDA ST	5403	R1	Z1	SCSO23OFF005559
SCSO23CAD100832	CANADA MARIA MARIA PARA PARA PARA PARA PARA PARA PARA	09/14/2023 21:26:06	SICK/INJURED	4628 S C 475 D1	6301	M8		
SCSO23CAD100844	DENNIS TURNER, 228	09/14/2023 22:03:57	DISTURBANCE-UNK	419 S FLORIDA ST	1804	R1	Z1	SCSO230FF005560
SCSO23CAD100891	DONOVAN REYNOLDS, 176	09/15/2023 06:33:39	ALARM-COMRCL	1969 W C 48	1402	C4		
SCSO23CAD100903	SHAWN WHITE, 244	09/15/2023 07:09:42	TRAFFIC STOP	217 W BELT AVE	7301	Т3	Z1	
SCSO23CAD100918	ERICA HILLMAN, 205	09/15/2023 07:59:31	SUSPICIOUS VEH	S MAIN ST	6603	C4		

SCSO23CAD100925	ROBERT HANSEN, X133	09/15/2023 08:20:48	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1	Z1	
SCSO23CAD100940	TYLER FROEHLICH, 194	09/15/2023 09:02:39	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R2	A1	SCS0230FF005563
SCSO23CAD100947		09/15/2023 09:25:57	911 HANGUP	215 E MCCOLLUM AVE	2501	C5		
SCSO23CAD100952		09/15/2023 09:34:49	911 HANGUP	215 E MCCOLLUM AVE	2501	C5		
SCSO23CAD100961		09/15/2023 09:52:03	TEST - DO NOT DISP.	215 E MCCOLLUM AVE	2501	C5		
SCSO23CAD100966		09/15/2023 10:04:14	911 HANGUP	6233 LOWERY ST	9201	C5		
SCSO23CAD100998	JEREMY WILLIAMS, D110	09/15/2023 11:00:41	INFORMATION	219 E ANDERSON AVE	8802	R3		SCSO23OFF005566
SCSO23CAD100999	JEREMY WILLIAMS, D110	09/15/2023 11:02:02	INFORMATION	219 E ANDERSON AVE	8802	R3		SCSO230FF005567
SCSO23CAD101002	FAUSTO ROSARIO, X185	09/15/2023 11:07:39	INVESTIGATION FOLLOW	219 E ANDERSON AVE	2501	C4		
SCSO23CAD101008		09/15/2023 11:20:11	911 HANGUP	215 E MCCOLLUM AVE	9201	C1		
SCSO23CAD101009	ACTION OF THE PERSON OF THE PE	09/15/2023 11:20:43	TEST - DO NOT DISP.	215 E MCCOLLUM AVE	2501	C5		
SCSO23CAD101014	CHRISTOPHER THIBODEAU, L30	09/15/2023 11:25:33	ESCORT-FUNERAL	114 W NOBLE AVE	3401	C1		THE RESIDENCE OF THE PERSON NAMED IN
SCSO23CAD101020	RACHEL MALESKE, 234	09/15/2023 11:37:24	THREATS	250 E MCCOLLUM AVE	2501	R6		
SCSO23CAD101031	RACHEL MALESKE, 234	09/15/2023 12:28:55	OBSTRUCTION ON HWY	401 N WALL ST	2501	R6		
SCSO23CAD101033	FAUSTO ROSARIO, X185	09/15/2023 12:35:53	INVESTIGATION FOLLOW	219 E ANDERSON AVE	2501	C4		
SCSO23CAD101046	LACEY NORDLE, 162	09/15/2023 12:59:37	CITIZENS ASSIST	250 E MCCOLLUM AVE	2501	R6	Z1	
SCSO23CAD101049	LACEY NORDLE, 162	09/15/2023 13:06:49	VIN VERIFICATION	250 E MCCOLLUM AVE	7704	C4	Z1	
SCSO23CAD101055	21021 (101022) 202	09/15/2023 13:19:28	SICK/INJURED	2590 W C 48	6301	M8		
SCSO23CAD101092	JACOB HOLLOWAY, T117	09/15/2023 14:54:49	INFORMATION	706 N MAIN ST	6601	R6	Z1	
SCSO23CAD101095	JACOB HOLLOWAL, 1217	09/15/2023 15:01:09	ACCIDENT W/ INJURIES	314 S I-75	7102	L1	21	
SCSO23CAD101096		09/15/2023 15:01:44	ACCIDENT	314 S I-75	7102	L1		
SCSO23CAD101098	EDWARD HINDERHOFER, 158	09/15/2023 15:01:51	ACCIDENT W/ INJURIES	314 S I-75	7102	M6	Z1	
SCSO23CAD101118	MICHAEL VOSS, V153	09/15/2023 15:34:34	INFORMATION	250 E MCCOLLUM AVE	4402	R1	2.1	SCSO230FF005573
SCSO23CAD101118	MICHAEL VO33, V133	09/15/2023 15:39:20	SICK/INJURED	535 DR MARTIN LUTHER KING JR AVE	6301	M8		3C3U23UFF0U3373
SCSO23CAD101123	ADAM GLAYZER, X132	09/15/2023 15:53:20	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1	Z1	
SCSO23CAD101123	DONOVAN REYNOLDS, 176	09/15/2023 15:30:40	OBSTRUCTION ON HWY	W SEMINOLE AVE	6603	C11	21	
SCSO23CAD101148	AUSTIN MCCONNELL, V155	09/15/2023 17:32:24	NARCOTICS	250 E MCCOLLUM AVE	5403	R1		SCSO230FF005575
SCSO23CAD101175	HOLLY ECKSTEIN, D137	09/15/2023 17:53:34	INVESTIGATION FOLLOW	6233 LOWERY ST E14	3801	C1		3C3O23OFF003373
SCSO23CAD101173	KAYLA CRAMER, 208	09/15/2023 17:33:34	CIVIL	2163 W C 48	2501	C2		
SCSO23CAD101191	RACHEL MALESKE, 234	09/15/2023 18:19:22	TRAFFIC STOP	E C 48	7301	T3		
SCSO23CAD101191	HOLLY ECKSTEIN, D137	09/15/2023 18:52:03	INVESTIGATION FOLLOW	6233 LOWERY ST 162	3501	C1		
SCSO23CAD101193	EDWARD HINDERHOFER, 158	09/15/2023 20:02:29	STOLEN VEHICLE	5551 SW 18TH TER 43E	2501	C1		
SCSO23CAD101208	KAYLA CRAMER, 208	09/15/2023 20:02:29		W C 48	2501	C4		
SCSO23CAD101244 SCSO23CAD101252			OBSTRUCTION ON HWY		100000000000000000000000000000000000000		The state of the s	
SCSO23CAD101252	KAYLA CRAMER, 208	09/15/2023 23:22:40	SUSPICIOUS VEH	2233 W C 48	6603	C4		666022055005502
	KAYLA CRAMER, 208	09/15/2023 23:33:10	CITIZENS ASSIST	112 S FLORIDA ST	5101	R1		SCSO230FF005583
SCSO23CAD101271	KAYLA CRAMER, 208	09/16/2023 01:22:52	ASSIST OTHER AGENCY	W C 48	2501	R6		
SCSO23CAD101282	KAYLA CRAMER, 208	09/16/2023 03:00:46	CITIZENS ASSIST	316 N I-75	2501	C4		
SCSO23CAD101287	LACEV NORDLE 463	09/16/2023 03:49:11	CITIZENS ASSIST	316 N I-75	2501	M6	71	
SCSO23CAD101294	LACEY NORDLE, 162	09/16/2023 05:06:53	ATTEMPT TO CONTACT	5551 SW 18TH TER	2501	C1	Z1	000000
SCS023CAD101310	LACEY NORDLE, 162	09/16/2023 07:32:01	SICK/INJURED	2224 W C 48	5101	R1	Z1	SCSO23OFF005589
SCS023CAD101311	HECTOR OTERS IN	09/16/2023 07:34:28	SICK/INJURED	6014 SW 27TH ST	6301	M8		
SCSO23CAD101376	HECTOR OTERO JR, S54	09/16/2023 11:49:22	TRAFFIC STOP	W C 48	7301	T3		
SCSO23CAD101385		09/16/2023 12:14:11	911 HANGUP	991 CR 529A	9201	C11		
SCSO23CAD101397		09/16/2023 13:07:42	911 HANGUP	6233 LOWERY ST	9201	C5		
SCSO23CAD101413	EDWARD HINDERHOFER, 158	09/16/2023 14:19:58	TRAFFIC STOP	2163 W C 48	7301	T3	Z1	
SCSO23CAD101416	RACHEL MALESKE, 234	09/16/2023 14:38:22	DISTURBANCE-UNK	2163 W C 48	3102	R6		
SCSO23CAD101419	EDWARD HINDERHOFER, 158	09/16/2023 14:52:39	TRAFFIC STOP	2163 W C 48	5403	R2	A1	SCSO230FF005596

SCSO23CAD101421		09/16/2023 15:03:10	911 MISDIAL	1122 N MAIN ST	9201	C1		
SCSO23CAD101443	LACEY NORDLE, 162	09/16/2023 16:16:45	CIVIL	6116 SW 18TH WAY	3102	C4	Z1	
SCSO23CAD101450	MICHAEL ABBOTT, D152	09/16/2023 17:04:20	CIVIL-SERV PAPER	2163 W C 48	2201	C7		
SCSO23CAD101453	TAYLOR PREVATT, C166	09/16/2023 17:26:28	SICK/INJURED	523 W PARKHILL AVE	6301	M8		
SCSO23CAD101462		09/16/2023 18:01:17	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD101477	RACHEL MALESKE, 234	09/16/2023 18:45:13	TRAFFIC STOP	DR MARTIN LUTHER KING JR AVE	7301	T2		
SCSO23CAD101487	RACHEL MALESKE, 234	09/16/2023 19:12:15	DISTURBANCE-UNK	205 SOUTHLAND PL	3102	R6		
SCSO23CAD101520	RACHEL MALESKE, 234	09/16/2023 21:21:30	TRAFFIC STOP	S MAIN ST	7301	C4		
SCSO23CAD101524	RACHEL MALESKE, 234	09/16/2023 21:32:59	TRAFFIC STOP	S MAIN ST	7301	T1		
SCSO23CAD101526	GARRETT ALLEN, 181	09/16/2023 21:37:29	SUSPICIOUS PERSON	841 C 48	6602	C4		
SCSO23CAD101533	RACHEL MALESKE, 234	09/16/2023 21:59:20	TRAFFIC STOP	S FLORIDA ST	7301	T4		
SCSO23CAD101536	TAYLOR PREVATT, C166	09/16/2023 22:07:19	PHONE COMPLT	250 E MCCOLLUM AVE	2501	C1		
SCSO23CAD101535	RACHEL MALESKE, 234	09/16/2023 22:08:13	FCIC/NCIC HIT	2163 W C 48	8801	R3		SCSO23OFF005606
SCSO23CAD101549	TAYLOR PREVATT, C166	09/16/2023 23:06:04	SUSPICIOUS PERSON	S MAIN ST	6602	C11		
SCSO23CAD101573	EDWARD HINDERHOFER, 158	09/17/2023 01:51:59	TRAFFIC STOP	W C 48	7301	T3		
SCSO23CAD101593	HECTOR OTERO JR, S54	09/17/2023 07:03:41	INFORMATION	250 E MCCOLLUM AVE	2501	C1		
SCSO23CAD101595	DONOVAN REYNOLDS, 176	09/17/2023 07:14:33	ALARM-COMRCL	1969 W C 48	1402	A1		
SCSO23CAD101602	DONOVAN REYNOLDS, 176	09/17/2023 08:14:21	ANIMAL COMPLAINT	602 N WEST ST	1601	C9		
SCSO23CAD101609	DONOVAN REYNOLDS, 176	09/17/2023 09:08:57	TRAFFIC STOP	2055 W C 48	7301	T3		
SCSO23CAD101611	LACEY NORDLE, 162	09/17/2023 09:13:17	TRAFFIC STOP	407 E BELT AVE	7301	Т3	Z1	
SCSO23CAD101640	TYLER FROEHLICH, 194	09/17/2023 11:13:16	INVESTIGATION FOLLOW	219 E ANDERSON AVE	3801	C4		
SCSO23CAD101645		09/17/2023 11:22:04	SICK/INJURED	5551 SW 18TH TER	6301	M8		
SCSO23CAD101667	LACEY NORDLE, 162	09/17/2023 12:40:56	TRAFFIC STOP	2163 W C 48	5404	R2	A2	SCSO230FF005608
SCSO23CAD101668	RACHEL MALESKE, 234	09/17/2023 12:43:56	ILLEGAL DUMPING	2163 W C 48	6602	R6		
SCSO23CAD101674	RACHEL MALESKE, 234	09/17/2023 13:13:41	ALARM-COMRCL	5899 SW 18TH TER	1402	K1		
SCSO23CAD101674	DONOVAN REYNOLDS, 176	09/17/2023 13:40:44	CITIZENS ASSIST	2163 W C 48	2501	C1		A CONTRACTOR OF THE PARTY OF TH
SCSO23CAD101690	RACHEL MALESKE, 234	09/17/2023 14:11:00	INFORMATION	2163 W C 48	2501	R6		
SCSO23CAD101774	EDWARD HINDERHOFER, 158	09/17/2023 19:29:42	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C4	Z1	
SCSO23CAD101774	EDWARD HINDERHOFER, 158	09/17/2023 21:25:11	FCIC/NCIC HIT	205 DR MARTIN LUTHER KING JR AVE	8801	R3	A4	SCSO230FF005618
SCSO23CAD101802	EDWARD IIII DERIIO ER, 130	09/17/2023 21:23:11	911 MISDIAL	1802 NEBRASKA LOOP	9201	C1		
SCSO23CAD101802	GREGORY LINK, 241	09/17/2023 22:58:32	TRAFFIC STOP	2195 W C 48	8801	R3	A4	SCSO230FF005620
SCSO23CAD101817	RACHEL MALESKE, 234	09/17/2023 23:20:33	TRAFFIC STOP	2238 W C 48	7301	T3		
SCSO23CAD101824	RACHEL MALESKE, 234	09/17/2023 23:40:53	FCIC/NCIC HIT	102 S FLORIDA ST	8801	C11		
SCSO23CAD101825	RACHEL MALESKE, 234	09/17/2023 23:40:33	SUSPICIOUS VEH	E NOBLE AVE	6603	C4		
SCSO23CAD101823	TYLER THOMPSON, Z193	09/18/2023 03:28:01	FCIC/NCIC HIT	219 E ANDERSON AVE	8803	C9		
SCSO23CAD101849	ADAM GLAYZER, X132	09/18/2023 07:54:00	TRAFFIC ENFORCEMENT	W C 48	7001	C1	Z1	
SCSO23CAD101878	ADAM GLAYZER, X132	09/18/2023 07:34:00	TRAFFIC STOP	2055 W C 48	7301	T3		
SCSO23CAD101887	ADAM GLAYZER, X132	09/18/2023 08:20:13	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C4	Z1	
	KAELIN NEIGER, 211	09/18/2023 08:20:13	DISTURBANCE-UNK	2615 W C 48	1804	R2	A2	SCSO230FF005628
SCSO23CAD101903			CIVIL	250 E MCCOLLUM AVE	2201	C7	, AZ	303023011003020
SCSO23CAD101909	SHAWN DECKARD, B126	09/18/2023 09:21:45 09/18/2023 11:51:47	FCIC/NCIC HIT-FELONY	219 E ANDERSON AVE	3801	R2	A1	NAME OF TAXABLE PARTY.
SCSO23CAD101976	TRENT TRACY, D130		INFORMATION	219 E ANDERSON AVE	8801	R3	A1	SCSO23OFF005633
SCSO23CAD101977	JEREMY WILLIAMS, D110	09/18/2023 11:59:30			2501	C1		303023011003033
SCSO23CAD101979	KAELIN NEIGER, 211	09/18/2023 12:02:55	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE		R1		SCSO23OFF005635
SCSO23CAD101987	KAELIN NEIGER, 211	09/18/2023 12:24:34	THEFT	2163 W C 48	6803			3C3OZ3OFF003033
SCS023CAD102009	SHAWN DECKARD, B126	09/18/2023 13:26:03	CIVIL-SERV PAPER	1007 N WEST ST	2201	C7	71	
SCSO23CAD102015	NICHOLAS HOSKEY, 236	09/18/2023 13:53:25	FCIC/NCIC HIT	102 S FLORIDA ST	8801	C11	Z1	
SCSO23CAD102019	KAELIN NEIGER, 211	09/18/2023 14:12:15	INVESTIGATION FOLLOW	2163 W C 48	3801	R5		

SCSO23CAD102048	Constitution of	09/18/2023 15:02:44	SICK/INJURED	1104 N MAIN ST	6301	M8		
SCSO23CAD102061	NICHOLAS HOSKEY, 236	09/18/2023 15:20:56	DISTURBANCE-PHYSICAL	7207 CR 763	5403	R2	A1	SCSO230FF005641
SCSO23CAD102078	RONDEZ MOORE, X129	09/18/2023 15:57:43	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1	71	
CSO23CAD102089		09/18/2023 16:36:36	SICK/INJURED	6233 LOWERY ST 27	6301	M8		
CSO23CAD102092		09/18/2023 16:43:02	SICK/INJURED	309 W CHEROKEE AVE	6301	M8		
CSO23CAD102093		09/18/2023 16:43:08	SICK/INJURED	309 W CHEROKEE AVE	6301	M8		
CSO23CAD102115	DANIEL FLOYD, 229	09/18/2023 17:56:58	TRAFFIC STOP	1969 W C 48	7301	T4	Z1	
CSO23CAD102117	ERICA HAY, 238	09/18/2023 18:12:11	RECOVERED PROPERTY	1963 W C 48	2501	C1	Z1	
CSO23CAD102122	STEVEN NEUMANN, 184	09/18/2023 18:29:14	INFORMATION	219 E ANDERSON AVE	3801	R5		
CSO23CAD102126	AND THE PARTY OF T	09/18/2023 19:07:30	911 HANGUP	2110 OLD 313	2501	M6		
SCSO23CAD102131	RONDEZ MOORE, X129	09/18/2023 19:16:47	HIT AND RUN	2615 W C 48	7105	R6		
CSO23CAD102136	JASON VOIGT, 201	09/18/2023 19:37:12	PHONE COMPLT	250 E MCCOLLUM AVE	2501	C1		
CSO23CAD102149	KENNETH ZIMMERMAN, 242	09/18/2023 20:23:02	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C12		SCSO230FF005648
CSO23CAD102153	STEVEN NEUMANN, 184	09/18/2023 20:56:55	DISTURBANCE-UNK	2195 W C 48	2702	R2	A2	
CSO23CAD102158	WILLIAM SMITH, L31	09/18/2023 21:49:18	SUSPICIOUS VEH	2195 W C 48	6602	C4	78	
CSO23CAD102163	GARRETT ALLEN, 181	09/18/2023 22:07:59	ALARM-COMRCL	2217 W C 48	2501	R6		
SCSO23CAD102164	GARRETT ALLEN, 181	09/18/2023 22:13:30	SUICIDE THREATS	6233 LOWERY ST	5101	R1		SCSO23OFF005650
CSO23CAD102174	GARRETT ALLEN, 181	09/18/2023 23:50:03	PHONE COMPLT	6233 LOWERY ST	2501	C1		
CSO23CAD102220	KAELIN NEIGER, 211	09/19/2023 07:30:11	INVESTIGATION FOLLOW	219 E ANDERSON AVE	3801	R5		
CSO23CAD102225	KAELIN NEIGER, 211	09/19/2023 07:56:44	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	3801	R5		
CSO23CAD102226	ADAM GLAYZER, X132	09/19/2023 08:05:15	TRAFFIC ENFORCEMENT	W C 48	7001	C4	Z1	
CSO23CAD102230	KAELIN NEIGER, 211	09/19/2023 08:09:19	INFORMATION	250 E MCCOLLUM AVE	2501	C1		
CSO23CAD102232	ROBERT HANSEN, X133	09/19/2023 08:13:56	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1		
CSO23CAD102240		09/19/2023 08:40:19	SICK/INJURED	2163 W C 48	6301	M8		
CSO23CAD102243	JARROD MARSHALL, T172	09/19/2023 08:44:40	INFORMATION	218 W FLANNERY AVE	4402	R6		
CSO23CAD102247	JONATHAN BINEGAR, C151	09/19/2023 09:00:19	911 HANGUP	316 N I-75	9201	C11	Z1	
CSO23CAD102246	KENNETH KOENEN, X501	09/19/2023 09:01:53	TRAFFIC CONTROL	S FLORIDA ST	7001	C4		
CSO23CAD102250	KAELIN NEIGER, 211	09/19/2023 09:21:10	INVESTIGATION FOLLOW	250 E MCCOLLUM AVE	6601	R5		
CSO23CAD102281		09/19/2023 09:22:56	SICK/INJURED	309 W CHEROKEE AVE	6301	M8		
CSO23CAD102263		09/19/2023 09:41:11	CIVIL	205 JUMPER DR N 24	2501	C1		
CSO23CAD102265	JARROD MARSHALL, T172	09/19/2023 09:46:26	INFORMATION	218 W FLANNERY AVE	4401	R1		SCSO230FF005653
CSO23CAD102277	JACOB HOLLOWAY, T117	09/19/2023 10:21:22	INFORMATION	706 N MAIN ST	4402	C5	Z1	303023011003033
CSO23CAD102304	KAELIN NEIGER, 211	09/19/2023 12:10:27	ALARM-RES	409 N WALL ST	1403	A2		
CSO23CAD102308	KAELIN NEIGER, 211	09/19/2023 12:10:27	HARASS PX	250 E MCCOLLUM AVE	2501	R6		
CSO23CAD102307	HOLLY ECKSTEIN, D137	09/19/2023 12:21:42	INVESTIGATION FOLLOW	114 W BELT AVE	3801	C1		
CSO23CAD102317	JEREMY WILLIAMS, D110	09/19/2023 12:35:59	INFORMATION	219 E ANDERSON AVE	1803	R2		SCSO230FF005655
CSO23CAD102318	HOLLY ECKSTEIN, D137	09/19/2023 12:39:59	INVESTIGATION FOLLOW	6233 LOWERY ST 162	3801	C1		303023011003033
CSO23CAD102317	STEVEN NEUMANN, 184	09/19/2023 13:33:05	SUICIDE THREATS	6233 LOWERY ST	2501	R6		
CSO23CAD102337	STEVEN NEOIVIANN, 104	09/19/2023 13:39:18	ASSIST OTHER AGENCY	314 N I-75	9901	M6		
CSO23CAD102340	STEVEN NEUMANN, 184	09/19/2023 15:39:18	INFORMATION	6233 LOWERY ST	2501	C1		
CSO23CAD102383	STEVEN NEUWANN, 104	09/19/2023 15:00:38	SICK/INJURED	1225 W C 48	6301	M8		
CSO23CAD102388	PONDEZ MOORE V120					C1		
	RONDEZ MOORE, X129	09/19/2023 15:32:52	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001			
CSO23CAD102394	RONDEZ MOORE, X129	09/19/2023 15:42:34	TRAFFIC STOP	706 N MAIN ST	7301	T3		CCCOCCCCCCCCC
CSO23CAD102397	JEREMY WILLIAMS, D110	09/19/2023 16:00:25	INFORMATION	219 E ANDERSON AVE	8801	R3		SCSO230FF005660
CSO23CAD102407	EDICA HAY 220	09/19/2023 16:31:58	STOLEN VEHICLE	314 N I-75	2501	C1		
CSO23CAD102418	ERICA HAY, 238	09/19/2023 17:13:16	CIVIL	2615 W C 48	2501	R6		
SCSO23CAD102422	STEVEN NEUMANN, 184	09/19/2023 17:32:09	CIVIL	250 E MCCOLLUM AVE	2501	R6	The state of the s	

SCSO23CAD102431	STEVEN NEUMANN, 184	09/19/2023 17:56:41	PHONE COMPLT	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD102437	STEVEN NEUMANN, 184	09/19/2023 18:25:01	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	SCSO23OFF005664
SCSO23CAD102469		09/19/2023 20:48:37	OBSTRUCTION ON HWY	314 N I-75	9901	M6		
SCSO23CAD102477	ERICA HAY, 238	09/19/2023 21:42:15	BUILDING CHECK	2163 W C 48	5602	C4		
SCSO23CAD102490		09/19/2023 23:01:39	911 MISDIAL	305 W PARKER AVE	9901	C4		
SCSO23CAD102513	ELIZABETH BUTLER, S49	09/20/2023 02:21:38	ALARM-COMRCL	1969 W C 48	1402	A2		
SCSO23CAD102522		09/20/2023 04:04:54	SICK/INJURED	412 S PINE ST	6301	M8		
SCSO23CAD102524	ERICA HAY, 238	09/20/2023 04:08:12	ASSIST OTHER AGENCY	412 S PINE ST	6101	R6		
SCSO23CAD102536	HECTOR OTERO JR, S54	09/20/2023 05:52:04	ALARM-COMRCL	1480 W C 48	1402	A1		
SCSO23CAD102559		09/20/2023 08:00:25	ACCIDENT	215 E MCCOLLUM AVE	1201	C5		
SCSO23CAD102570	ROBERT HANSEN, X133	09/20/2023 08:32:20	ACCIDENT	215 E MCCOLLUM AVE	7102	T7		
SCSO23CAD102596	DONOVAN REYNOLDS, 176	09/20/2023 09:24:58	VIN VERIFICATION	6233 LOWERY ST 259	7704	C1		
SCSO23CAD102605		09/20/2023 09:55:59	SICK/INJURED	219 E ANDERSON AVE	6301	M8		
SCSO23CAD102615		09/20/2023 10:23:11	911 MISDIAL	1091 W C 48	9201	C1		
SCSO23CAD102619		09/20/2023 10:33:18	911 HANGUP	215 W FLANNERY AVE	9201	C11		
SCSO23CAD102654	DONOVAN REYNOLDS, 176	09/20/2023 11:49:14	ALARM-RES	409 N WALL ST	1402	A2		
SCSO23CAD102661	KEAHNA JEFFERSON, X502	09/20/2023 12:03:28	ACCIDENT	410 E BELT AVE	7102	T7		
SCSO23CAD102711	JOHN ADAMS, C178	09/20/2023 14:20:11	INFORMATION	709 N WEST ST	4401	R1		SCSO23OFF005680
SCSO23CAD102711	JOHN ADAMS, C178	09/20/2023 14:20:11	INFORMATION	709 N WEST ST	4401	R1		SCSO23OFF005683
SCSO23CAD102750	SHAWN DECKARD, B126	09/20/2023 15:28:13	CIVIL-SERV PAPER	205 JUMPER DR N	2201	C7		
SCSO23CAD102753	ROBERT HANSEN, X133	09/20/2023 15:35:43	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C1		
SCSO23CAD102768	ROBERT HANSEN, X133	09/20/2023 16:14:40	TRAFFIC STOP	JUMPER DR S	7301	T1		
SCSO23CAD102777	RACHEL MALESKE, 234	09/20/2023 16:17:18	SUICIDE THREATS	412 S PINE ST	1702	R2		SCSO230FF005687
SCSO23CAD102776		09/20/2023 16:17:22	911 HANGUP	412 S PINE ST	9201	C11		
SCSO23CAD102793	ENMANUEL SURIEL, 218	09/20/2023 17:00:01	INFORMATION	3708 S US 301	2501	C1		
SCSO23CAD102798	TYLER THOMPSON, Z193	09/20/2023 17:32:34	TRAFFIC STOP	1673 W C 48	7301	Т3		
SCSO23CAD102834		09/20/2023 20:03:08	SICK/INJURED	4628 S C 475 J34	6301	M8		
SCSO23CAD102835	TYLER THOMPSON, Z193	09/20/2023 20:07:19	ASSIST OTHER AGENCY	5790 CAPE COD CIR	6301	M8		
SCSO23CAD102843	EDWARD HINDERHOFER, 158	09/20/2023 20:51:15	PHONE COMPLT	112 S FLORIDA ST	2501	C1		
SCSO23CAD102856	ROBERT VACHON, 246	09/20/2023 22:04:15	DECEASED PERSON	2224 W C 48	2802	R1	Z1	SCSO23OFF005698
SCSO23CAD102876	TYLER THOMPSON, Z193	09/21/2023 00:17:35	SUSPICIOUS VEH	125 W BELT AVE	6603	C4		
SCSO23CAD102883	TYLER THOMPSON, Z193	09/21/2023 01:29:17	PHONE COMPLT	205 JUMPER DR N 24	2501	C1		
SCSO23CAD102885	TAYLOR PREVATT, C166	09/21/2023 01:56:05	FCIC/NCIC HIT	219 E ANDERSON AVE	8501	R2	A2	SCSO230FF005702
SCSO23CAD102926	DONOVAN REYNOLDS, 176	09/21/2023 07:23:47	ACCIDENT	218 W FLANNERY AVE	7102	T7		
SCSO23CAD102961	DONOVAN REYNOLDS, 176	09/21/2023 09:28:20	ABANDON VEHICLE	310 GRACE ST	2501	C1		
SCSO23CAD102976	JEREMY WILLIAMS, D110	09/21/2023 10:03:48	INFORMATION	219 E ANDERSON AVE	8801	R1		SCSO230FF005706
SCSO23CAD102996		09/21/2023 10:48:58	911 MISDIAL	316 S I-75	9201	C1		
SCSO23CAD103021	MARISA CUMMINS, 224	09/21/2023 11:46:09	SUSPICIOUS INCIDENT	250 E MCCOLLUM AVE	6601	C4		
SCSO23CAD103030	ANTHONY LEE, 144	09/21/2023 12:14:06	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	
SCSO23CAD103055		09/21/2023 13:04:47	PHONE COMPLT	305 JUMPER DR S	2501	C4		
SCSO23CAD103065	DONOVAN REYNOLDS, 176	09/21/2023 13:25:20	ATTEMPT TO CONTACT	108 W NOBLE AVE	2501	R6		
SCSO23CAD103077	JACOB HOLLOWAY, T117	09/21/2023 13:56:40	INFORMATION	706 N MAIN ST	5404	R1	Z1	SCSO230FF005711
SCSO23CAD103077	STOCK TOLLOWN, 1117	09/21/2023 13:59:49	INFORMATION	250 E MCCOLLUM AVE	2501	C2		
SCSO23CAD103080	RACHEL MALESKE, 234	09/21/2023 14:44:24	CIVIL	205 JUMPER DR N 24	2501	R6		
SCSO23CAD103098	ANTHONY LEE, 144	09/21/2023 14:44:24	THEFT	2163 W C 48	6101	R6	Z1	
SCSO23CAD103108 SCSO23CAD103150	RACHEL MALESKE, 234	09/21/2023 16:35:40	SUSPICIOUS INCIDENT	315 W COLLINS AVE	2501	R6		
SCSO23CAD103155	EDWARD HINDERHOFER, 158	09/21/2023 16:48:03	ACCIDENT	110 E NOBLE AVE	7102	T10		
JCJUZJCAD103133	LDVVAND HINDLINIOTEN, 130	03/21/2023 10.40.03	ACCIDENT	TTO E HODEL AVE	7102	0		The state of the s

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SCSO23CAD103156	EDWARD HINDERHOFER, 158	09/21/2023 16:49:50	ACCIDENT	110 E NOBLE AVE	2501	L1		
SCSO23CAD103162	TYLER THOMPSON, Z193	09/21/2023 17:18:06	TRAFFIC STOP	2163 W C 48	7301	T3		
SCSO23CAD103174	TAYLOR PREVATT, C166	09/21/2023 17:52:09	ALARM-COMRCL	220 E MCCOLLUM AVE	1402	A1		
SCSO23CAD103182	TYLER THOMPSON, Z193	09/21/2023 18:05:26	PHONE COMPLT	108 W NOBLE AVE 4	2501	C1		
SCSO23CAD103210		09/21/2023 19:33:08	SICK/INJURED	6233 LOWERY ST 507	6301	M8		
SCSO23CAD103215	WALTER PETERSON, 209	09/21/2023 19:46:35	TRAFFIC STOP	E C 48	7301	T3		
SCSO23CAD103237	RACHEL MALESKE, 234	09/21/2023 21:03:47	TRAFFIC STOP	2163 W C 48	7301	T3		
SCSO23CAD103241	TYLER THOMPSON, Z193	09/21/2023 21:22:14	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	R3	A4	
SCSO23CAD103254	RACHEL MALESKE, 234	09/21/2023 22:10:31	TRAFFIC STOP	E C 48	7301	T3		
SCSO23CAD103255	TYLER THOMPSON, Z193	09/21/2023 22:11:55	ACCIDENT	S MAIN ST	7102	T8		
SCSO23CAD103258	RACHEL MALESKE, 234	09/21/2023 22:22:40	TRAFFIC STOP	E C 48	7301	T3		
SCSO23CAD103291	TYLER THOMPSON, Z193	09/22/2023 01:17:41	THEFT	2055 W C 48	6809	R1	TO THE PARTY OF TH	SCSO230FF005726
SCSO23CAD103292	STEVEN CRUZ, 221	09/22/2023 01:27:29	TRAFFIC STOP	217 W BELT AVE	7301	C5		
SCSO23CAD103303		09/22/2023 03:43:17	911 HANGUP	535 DR MARTIN LUTHER KING JR AVE	9201	C5		
SCSO23CAD103330	ADAM GLAYZER, X132	09/22/2023 07:54:10	TRAFFIC ENFORCEMENT	W C 48	7001	C4	Z1	
SCSO23CAD103347		09/22/2023 09:05:41	SICK/INJURED	401 N WALL ST	6301	M8		
SCSO23CAD103354	KAELIN NEIGER, 211	09/22/2023 09:35:02	HARASS PX	6233 LOWERY ST 257	2501	C1		
SCSO23CAD103377	SHAWN DECKARD, B126	09/22/2023 10:31:10	CIVIL-SERV PAPER	219 E ANDERSON AVE	2201	C7		
SCSO23CAD103383	JEREMY WILLIAMS, D110	09/22/2023 10:52:55	INFORMATION	219 E ANDERSON AVE	8802	R3		SCSO230FF005732
SCSO23CAD103404	KAELIN NEIGER, 211	09/22/2023 12:06:10	OBSTRUCTION ON HWY	CR 551	4301	R6		
SCSO23CAD103416	NICHOLAS TORCHIA, S56	09/22/2023 12:41:14	INFORMATION	706 N MAIN ST	4402	R1		SCSO230FF005736
SCSO23CAD103418	CHRISTOPHER MCPETERS, S55	09/22/2023 12:49:38	OBSTRUCTION ON HWY	CR 551	4301	C4		
SCSO23CAD103424	KAELIN NEIGER, 211	09/22/2023 13:18:13	CITIZENS ASSIST	175	2501	C1		
SCSO23CAD103453	GLENN WARE, X147	09/22/2023 14:25:05	TRAFFIC ENFORCEMENT	218 W FLANNERY AVE	7001	C4		
SCSO23CAD103482	STEVEN NEUMANN, 184	09/22/2023 15:30:07	CITIZENS ASSIST	114 W NOBLE AVE	2501	R6		
SCSO23CAD103493	STEVEN NEUMANN, 184	09/22/2023 15:55:35	TRAFFIC STOP	SW 18TH WAY	7301	T3	Z1	
SCSO23CAD103507	STEVEN NEUMANN, 184	09/22/2023 16:42:15	NARCOTICS	6096 LOWERY ST	5402	R1		SCSO230FF005740
SCSO23CAD103517	ERICA HAY, 238	09/22/2023 17:09:37	ALARM-COMRCL	706 N MAIN ST	1402	C4		
SCSO23CAD103525	STEVEN NEUMANN, 184	09/22/2023 17:35:44	JUVENILE	105 N BEVILLE ST	4402	R6		
SCSO23CAD103537		09/22/2023 18:03:05	911 HANGUP	6014 SW 27TH ST	9201	K1		
SCSO23CAD103541	LOUIE CORNELIO, 243	09/22/2023 18:13:35	TRAFFIC STOP	2680 W C 476	7301	T1	Z1	
SCSO23CAD103556	ERICA HAY, 238	09/22/2023 19:11:35	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C12	A4	
SCSO23CAD103557	ERICA HAY, 238	09/22/2023 19:12:31	FCIC/NCIC HIT	219 E ANDERSON AVE	8801	C12	A4	
SCSO23CAD103563		09/22/2023 19:35:21	INFORMATION	314 N I-75	2501	M6		
SCSO23CAD103568		09/22/2023 20:01:29	911 MISDIAL	2224 W C 48	9201	C1		
SCSO23CAD103608		09/22/2023 23:10:12	911 HANGUP	2110 OLD 313	9201	C5		
SCSO23CAD103615	ERICA HAY, 238	09/22/2023 23:45:14	TRAFFIC STOP	706 N MAIN ST	7301	T3		
SCSO23CAD103632	ELIZABETH BUTLER, S49	09/23/2023 01:14:50	SUSPICIOUS VEH	706 N MAIN ST	6603	C4		
SCSO23CAD103649	ELIZABETH BUTLER, S49	09/23/2023 03:23:56	SUSPICIOUS VEH	2195 W C 48	6602	R6		
SCSO23CAD103662	KAELIN NEIGER, 211	09/23/2023 06:27:55	SUSPICIOUS VEH	2163 W C 48	6603	C4		
SCSO23CAD103663	KAELIN NEIGER, 211	09/23/2023 06:38:21	TRAFFIC STOP	2192 W C 48	7301	R2	A2	SCSO230FF005755
SCSO23CAD103676		09/23/2023 07:54:36	911 HANGUP	535 DR MARTIN LUTHER KING JR AVE	9201	C11		
SCSO23CAD103765	ROBERTH MATA, K143	09/23/2023 14:28:56	JUVENILE	304 W PARKHILL AVE	2501	C1		
SCSO23CAD103795	JESSE BROOKS, S48	09/23/2023 17:02:19	SUSPICIOUS VEH	2055 W C 48	1102	R1	Z1	SCS0230FF005767
SCSO23CAD103797	ROBERTH MATA, K143	09/23/2023 17:10:43	DISTURBANCE-UNK	510 N MAIN ST	3101	C1		2012201100707
SCSO23CAD103797	HOSEITH MINTH, MITS	09/23/2023 17:10:43	911 HANGUP	2110 OLD 313	9201	C5		
	STEVEN NEUMANN, 184	09/23/2023 17:35:17	SUSPICIOUS INCIDENT	421 N WEST ST	2501	C1		

SCSO23CAD103839	ERICA HAY, 238	09/23/2023 20:04:02	SUSPICIOUS INCIDENT	421 N WEST ST	4401	R1		SCSO230FF005769
SCSO23CAD103847	BRENT SARGENT, C116	09/23/2023 20:26:03	BUILDING CHECK	2163 W C 48	5602	C4		
SCSO23CAD103855	STEVEN NEUMANN, 184	09/23/2023 20:45:57	TRAFFIC STOP	W C 48	5404	N1	Z1	SCSO230FF005770
SCSO23CAD103876	Salah water Louis Land Committee	09/23/2023 21:59:43	911 HANGUP	412 W PARKHILL AVE	9201	C4		
SCSO23CAD103900	ERICA HAY, 238	09/24/2023 00:13:32	EXTRA PATROL	824 W NOBLE AVE	8901	C4		
SCSO23CAD103901	DANIEL FLOYD, 229	09/24/2023 00:20:51	BURGLARY	5551 SW 18TH TER 155	2107	R1	Z1	SCSO23OFF005776
SCSO23CAD103918	JASON VOIGT, 201	09/24/2023 01:20:13	SUSPICIOUS PERSON	101 S FLORIDA ST	6602	C4		
SCSO23CAD103919		09/24/2023 01:22:26	911 HANGUP	2616 W C 48	9201	C5		
SCSO23CAD103921	STEVEN NEUMANN, 184	09/24/2023 01:40:59	UNSECU DOOR/GATE	5551 SW 18TH TER 25	9901	K1		
SCSO23CAD103934	ERICA HAY, 238	09/24/2023 03:44:38	CIVIL	205 JUMPER DR N 24	2201	R6		
SCSO23CAD103935	ELIZABETH BUTLER, S49	09/24/2023 03:58:15	PHONE COMPLT	205 JUMPER DR N	2501	C5		
SCSO23CAD103938	JESSE BROOKS, S48	09/24/2023 04:25:53	PHONE COMPLT	205 JUMPER DR N	2201	C2		
SCSO23CAD103948	ERICA HAY, 238	09/24/2023 06:36:40	PHONE COMPLT	205 JUMPER DR N 24	2501	C1		
SCSO23CAD103954	KAELIN NEIGER, 211	09/24/2023 07:35:21	ALARM-COMRCL	1673 W C 48	1402	A1		
SCSO23CAD103956	KATHLEEN LONG, 189	09/24/2023 07:41:51	SUSPICIOUS PERSON	121 S FLORIDA ST	6602	R4		
SCSO23CAD103959	CHRISTOPHER MCPETERS, \$55	09/24/2023 08:04:51	ALARM-COMRCL	1673 W C 48	1402	A1		
SCSO23CAD103962	KAELIN NEIGER, 211	09/24/2023 08:16:57	BURGLARY OW	5551 SW 18TH TER	2105	R1		
SCSO23CAD103992	CHRISTOPHER MCPETERS, S55	09/24/2023 10:56:15	INVESTIGATION FOLLOW	5551 SW 18TH TER 337	2501	C1		
SCSO23CAD103996	KATHLEEN LONG, 189	09/24/2023 11:11:27	THEFT	2163 W C 48	6807	R1		SCSO230FF005782
SCSO23CAD104024	STEVEN NEUMANN, 184	09/24/2023 12:58:45	INVESTIGATION FOLLOW	2224 W C 48	3801	R5		
SCSO23CAD104030	KATHLEEN LONG, 189	09/24/2023 13:10:34	BURGLARY IP	5551 SW 18TH TER	2105	C8		
SCSO23CAD104029	ROBERTH MATA, K143	09/24/2023 13:11:17	ALARM-COMRCL	123 W SEMINOLE AVE	1402	A1		
SCSO23CAD104041		09/24/2023 13:48:36	SICK/INJURED	5551 SW 18TH TER	6301	M8		
SCSO23CAD104046	CHRISTOPHER MCPETERS, \$55	09/24/2023 14:04:08	OBSTRUCTION ON HWY	5551 SW 18TH TER	7001	C4		
SCSO23CAD104063		09/24/2023 14:40:32	SICK/INJURED	307 E GEORGIA AVE	6301	M8		
SCSO23CAD104067	STEVEN NEUMANN, 184	09/24/2023 14:59:27	CRIMINAL MISCHIEF	2612 W C 48	2501	R6		
SCSO23CAD104070	RONDEZ MOORE, X129	09/24/2023 15:09:11	HIT AND RUN	1122 N MAIN ST	2501	R6		
SCSO23CAD104079	KAELIN NEIGER, 211	09/24/2023 15:50:01	INVESTIGATION FOLLOW	5551 SW 18TH TER	3801	R5		
SCSO23CAD104103		09/24/2023 17:41:02	911 HANGUP	728 BOITNOTT LN	9201	R6		
SCSO23CAD104110	STEVEN NEUMANN, 184	09/24/2023 18:03:48	ACCIDENT	6887 CR 557	7102	M6		
SCSO23CAD104183	ERICA HAY, 238	09/25/2023 02:52:58	ALARM-COMRCL	2217 W C 48	1402	A2		
SCSO23CAD104206	DONOVAN REYNOLDS, 176	09/25/2023 07:15:41	EXTRA PATROL	5551 SW 18TH TER	8901	C4		
SCSO23CAD104214	ADAM GLAYZER, X132	09/25/2023 07:52:36	TRAFFIC ENFORCEMENT	W C 48	7001	C4	Z1	
SCSO23CAD104217	DONOVAN REYNOLDS, 176	09/25/2023 08:16:41	SUSPICIOUS INCIDENT	6233 LOWERY ST B1	2501	R6		
SCSO23CAD104218	ADAM GLAYZER, X132	09/25/2023 08:18:41	TRAFFIC ENFORCEMENT	706 N MAIN ST	7001	C4	Z1	
SCSO23CAD104229	DONOVAN REYNOLDS, 176	09/25/2023 09:07:23	ALARM-RES	409 N WALL ST	1402	A1		