

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

## AGENDA ITEM SUMMARY

**Meeting Date:** February 6, 2007      ☒ Consent      ☐ Regular  
    ☐ Workshop      ☐ Public Hearing

Department

**Submitted By:** Environmental Resources Management  
**Submitted For:** Environmental Resources Management

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Budget Amendment of \$400,000 in the 2001 Conservation Land Bond Fund to establish a revenue budget for the Florida Department of Environmental Protection (DEP) Task Assignments No. SE-107(\$200,000) and SE-109(\$200,000) for exotic plant removal at the Loxahatchee Slough Natural Area.

**Summary:** Task Assignments No. SE-107 and SE-109 to DEP Contract No. SL898 (R2001-0772) for \$200,000 each have been received from DEP, effective November 28, 2006 through May 31, 2007, for exotic plant control in the Loxahatchee Slough Natural Area. This amendment will establish budget for the Task Assignments. Total Project costs are expected to be \$918,541 of which DEP will reimburse \$400,000. No additional budget is required. District 1 (SF)

**Background and Justification:** These Task Assignments (SE-107 and SE-109) include a work plan to control exotic plants in the Loxahatchee Slough Natural Area. A budget needs to be established in FY07 to recognize the award of \$400,000 towards the cost of exotic plant removal to be performed through May 31, 2007. On May 15, 2001, the Board of County Commissioners approved the ten-year DEP Contract No. SL898 and authorized the County Administrator to delegate Task Assignment signatory authority to ERM. DEP will reimburse \$400,000 of the removal cost. Eligible matching costs are currently encumbered in the 2001 Conservation Land Bond Fund.

**Attachments:**

1. Task Assignment SE-107
2. Task Assignment SE-109
3. Budget Amendment (3002)

**Recommended by:**

**Department Director**

1/10/07  
Date

**Approved by:**

County Administrator

(7/07)  
Date

## I. FISCAL IMPACT ANALYSIS

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2007	2008	2009	2010	2011
Capital Expenditures	400,000				
Operating Costs					
External Revenues	(400,000)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0				
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes \_\_\_\_\_ No  X   
 Budget Account No.: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_

### Program


## B. Recommended Sources of Funds/Summary of Fiscal Impact

Florida Department of Environmental Protection


### C. Department Fiscal Review:

### III. REVIEW COMMENTS

**A. OFMB Fiscal and /or Contract Dev. and Control Comments:**

 11-25-07  
 OFMB 11/24/07  
 Contract Dev. and Control 11/29/07  
 DM 11/29/07  
 B. Legal Sufficiency:

**B. Legal Sufficiency:**

  
Assistant County Attorney

**C. Other Department Review:**

**Department Director**

## Attachment 1

TASK ASSIGNMENT NOTIFICATION FORM  
DEP CONTRACT NO. SL898

Task Assignment Number: **SE-107**  
Contractor Name: Palm Beach County  
Contractor's Contract Manager: Mark Romagosa (561) 233-2400

Date: November 28, 2006  
DEP Contract Manager: Greg Jubinsky (850) 519-0250  
DEP Site Manager: Jackie Smith (772) 871-5407

Project Title: **Loxahatchee Slough, East Central Lucky Tract**

Task Description and Payment Schedule: Exhibit 1 describes the scope of work for this project. The Contractor is not authorized to perform work on any additional sites until such time as the DEP and the Contractor have fully executed a Change Order for said additional work. Any work performed by the Contractor contrary to this Task Assignment shall be at the Contractors expense. The Contractor is authorized to subcontract this project. **Contractor shall submit seven partial and one final invoice for this project.**

## Task Assignment Conditions and Deliverables:

1. Control is defined as treatment effective in preventing re-sprout of treated target vegetation.
2. If 95% kill rate is not achieved for any area of the project after two months following project completion, one additional thorough treatment of the plant will be the responsibility of the contractor at no cost to the contracting entities.
3. The Contractor shall notify the designated site manager prior to entering the work-site.
4. The Contractor shall provide written notification to the Contract Manager upon completion of treatment event(s).
5. Upon Site Manager approval, the Contractor is authorized to control incidental occurrences of any current EPPC category one or category two invasive exotic plant species encountered within the Project Site(s). Costs for these control operations shall not exceed the established Task Assignment amount, and must not jeopardize the Contractor's ability to achieve the required level of control for the primary target species. It is the responsibility of the Contractor to determine that all control operations do not exceed the established Task Assignment amount.
6. It is the responsibility of the Contractor to assure that all control operations outlined in the scope are completed and that invoices submitted for reimbursement do not exceed the established Task Assignment amount.

Final Treatment Completion Date: **May 31, 2007**

**Please note:** The quote received for this project by the County contractor is \$299,392.00. DEP will provide \$200,000.00 and Palm Beach County will provide the balance of funds for this project.

Task Assignment Type:  
Time and Materials Reimbursement:

Amount Not To Exceed:  
**\$200,000.00**

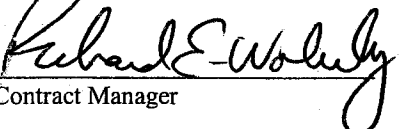
Total Task Assignment Value

**\$200,000.00**


## Funding Information:


Org. Code	E.O.	Object Code	Module	Spec. Cat.	Project #	Year	Amount
3710-2800-222	Q7	139904		102334	898 SE-107	06-07	\$200,000.00


PALM BEACH COUNTY ENVIRONMENTAL  
RESOURCES MANAGEMENT

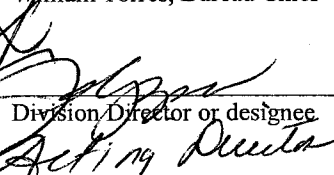
  
Contract Manager  
Date 1/2/07

FLORIDA DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

  
Greg Jubinsky, Contract Manager  
Date 12/17/06

  
BIPM Cost Center Administrator  
Date 12/19/06

  
William Torres, Bureau Chief  
Date 12/19/2006

  
Division Director or designee  
Date 12/22/06  
3

cc: Gwenn Godfrey, Contracts Office (MS93) – 1-Copy  
Contracts Disbursements Section (MS78) – 1-Copy

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## **TASK ASSIGNMENT RESPONSIBILITIES DEP CONTRACT NO. SL898**

### **RESPONSIBILITIES OF THE CONTRACTOR:**

1. The contractor agrees to commence work within ten (10) days of the notice to proceed on assigned projects and agrees to be available on a continuous basis within the contract period to complete work as specified herein;
2. The contractor shall notify the designated site manager prior to entering the work-site;
3. A ground crew supervisor, employed by the contractor, will be present at all times when work on the site is underway;
4. Ground crew supervisors will be responsible for all plant control activities on project sites and safety. Every effort shall be made by the Contractor to avoid damage to native vegetation and wildlife;
5. Ground crew supervisors will be pesticide applicators possessing current certification by the Florida Department of Agriculture and Consumer Services (FDACS) in the Forestry or Right-of-Way categories. A copy of each supervisor's FDACS certification will be provided to the site manager prior to initiation of on-site supervisory duties;
6. The ground crew supervisor may supervise a maximum of eight (8) field employees at any given time, unless otherwise noted in the Task Assignment;
7. The Ground crew supervisor shall be responsible for the collection, recording, and timely submission of all data and reports required. At weekly intervals and at the completion of initial treatments and site reassessment, a complete report will be submitted to the site manager detailing sites treated, number and size of plants killed, and type of treatment used. This data will be recorded on the "Daily Report Form", Attachment C, Page 4 of 4 of DEP Contract No. SL816;
8. The contractor will strictly adhere to all herbicide label application, precautionary, and safety statements;
9. All control efforts shall be at least 90% effective in preventing re-sprout of treated target vegetation. If 90% kill rate is not achieved for any area of the project after two months following project completion, one additional thorough treatment of the plant species listed under "Project Goals" in the project area will be the responsibility of the contractor at no cost to the contracting entities;

### **RESPONSIBILITIES OF THE SITE MANAGER:**

1. The Site Manager shall be responsible for obtaining all permits related to the control and disposal of targeted vegetation unless otherwise noted in the Task Assignment;
2. The Site Manager shall be responsible for instructing the Contractor on the areas and plants to be controlled and provide necessary maps and other pertinent information to locate work sites;
3. The Site Manager reserves the right to inspect, at any time, the contractor's procedure, spray system(s), spray solution(s), and other ancillary equipment, and to approve operating personnel. Inspection, however, will not relieve the contractor of any obligations or responsibilities nor will it transfer any liability to the lands listed under "Project Location."
4. Upon review and approval of the original invoice and corresponding Daily Reports of Operations, the Site Manager shall forward to the Bureau of Invasive Plant Management, 3915 Commonwealth Boulevard, MS 710, Tallahassee, Florida 32399-3000 within five (5) working days of receipt from the Contractor.

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## Attachment 2

TASK ASSIGNMENT NOTIFICATION FORM  
DEP CONTRACT NO. SL898Task Assignment Number: **SE-109**

Contractor Name: Palm Beach County

Contractor's Contract Manager: Mark Romagosa (561) 233-2400

Date: November 28, 2006

DEP Contract Manager: Greg Jubinsky (850) 519-0250

DEP Site Manager: Jackie Smith (772) 871-5407

Project Title: **Loxahatchee Slough, Ocean to Lake**

Task Description and Payment Schedule: Exhibit 1 describes the scope of work for this project. The Contractor is not authorized to perform work on any additional sites until such time as the DEP and the Contractor have fully executed a Change Order for said additional work. Any work performed by the Contractor contrary to this Task Assignment shall be at the Contractors expense. The Contractor is authorized to subcontract this project. **Contractor shall submit seven partial and one final invoice for this project.**

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6. It is the responsibility of the Contractor to assure that all control operations outlined in the scope are completed and that invoices submitted for reimbursement do not exceed the established Task Assignment amount.

Final Treatment Completion Date: **May 31, 2007**

**Please note:** The quote received for this project by the County contractor is \$419,149.00. DEP will provide \$200,000.00 and Palm Beach County will provide the balance of funds for this project.

Task Assignment Type:

Time and Materials Reimbursement:

Amount Not To Exceed:

**\$200,000.00**

Total Task Assignment Value

**\$200,000.00**

## Funding Information:

Org. Code	E.O.	Object Code	Module	Spec. Cat.	Project #	Year	Amount
3710-2800-222	Q7	139904		102334	898 SE-109	06-07	\$200,000.00

PALM BEACH COUNTY ENVIRONMENTAL  
RESOURCES MANAGEMENTFLORIDA DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

Contract Manager

Date

Contract Manager Date

BIPM Cost Center Administrator Date

William Torres, Bureau Chief

Date

Division Director or designee

Date

cc: Gwenn Godfrey, Contracts Office (MS93) – 1-Copy  
Contracts Disbursements Section (MS78) – 1-Copy

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7. The Ground crew supervisor shall be responsible for the collection, recording, and timely submission of all data and reports required. At weekly intervals and at the completion of initial treatments and site reassessment, a complete report will be submitted to the site manager detailing sites treated, number and size of plants killed, and type of treatment used. This data will be recorded on the "Daily Report Form", Attachment C, Page 4 of 4 of DEP Contract No. SL816;
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2007 - 0464

BGEX - 420- 0108070000000000753

BGRV - 420 01080700000000000221

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA

BUDGET AMENDMENT

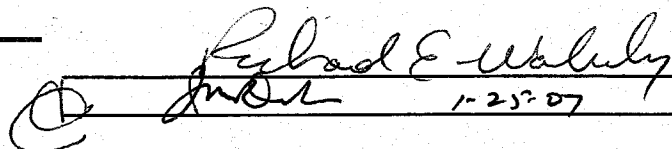
FUND 3002, 75M GO 01B, Environmental Land

ACCOUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	ENCUMBERED 12/28/2006	REMAINING BALANCE
<b><u>REVENUES</u></b>							
<u>Loxahatchee Slough</u>							
381-E270                      3439 State Grant	0	0	400,000	0	400,000		
<b>TOTAL RECEIPTS &amp; BALANCES</b>	15,711,430	15,125,695	400,000	0	15,525,695		
<b><u>EXPENDITURES</u></b>							
<u>Loxahatchee Slough</u>							
381-E270                      6504 Iotb non infrastructure	1,538,954	1,075,928	400,000	0	1,475,928	492,554	983,374
<b>TOTAL APPROPRIATIONS &amp; EXPENDITURES</b>	15,711,430	15,125,695	400,000	0	15,525,695		

OFFICE OF FINANCIAL MANAGEMENT  
& BUDGET

INITIATING DEPARTMENT/DIVISION  
Administration/Budget Department Approval  
OFMB Department - Posted

Signatures & Dates

 1-25-07

BY BOARD OF COUNTY COMMISSIONERS  
AT MEETING OF

February 6, 2007

Deputy Clerk to the  
Board of County Commissioners