

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

**Meeting Date:** October 1, 2013

☒ 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 receive and file four (4) documents:

**A)** Cooperative Agreement No. 2 to Grant and Cooperative Agreement L11AC20221 (R2011-1394) with the U.S. Bureau of Land Management (BLM) recognizes an award of \$100,000 for the third of a five year Agreement to enhance, restore, and monitor natural resources within the Jupiter Inlet Lighthouse Outstanding Natural Area (JILONA).

**B)** Change Order No.1 to the Department of Environmental Protection (DEP) Agreement No. 11PB1 (R2011-0930) changes paragraph 12 to update the Request for Payment forms and revises paragraph 22 to change the DEP address.

**C)** Change Order No.1 to the Department of Environmental Protection (DEP) Agreement No. 08PB4 (R2010-1322) changes paragraph 13 to update the Request for Payment forms and revises paragraph 23 to change the DEP address.

**D)** Change Order No.1 to the Department of Environmental Protection (DEP) Agreement No. 06PB2 (R2007-0046) changes paragraph 13 to update the Request for Payment forms and revises paragraph 22 to change the DEP address.

**Continued on page 3**

**Attachments:**

1. Cooperative Agreement No. 2 to BLM Agreement (R2011-1394)
2. Delegation of Approval Authority Memo
3. Change Order No. 1 to DEP Agreement (R2011-0930)
4. Delegation of Approval Authority Memo
5. Change Order No. 1 to DEP Agreement (R2010-1322)
6. Delegation of Approval Authority Memo
7. Change Order No. 1 to DEP Agreement (R2007-0046)
8. Delegation of Approval Authority Memo

**Recommended by:**

  
Department Director

9/11/13  
Date

**Approved by:**

  
County Administrator

9/13/13  
Date

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	\$100,000	_____	_____	_____	_____
External Revenues	<100,000>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	-0-	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes X No \_\_\_\_\_

Budget Account No.: Fund 1226 Department 380 Unit E235 Object: VAR  
Program \_\_\_\_\_

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

U.S. Bureau of Land Management CFDA 15.231

### C. Department Fiscal Review:

*JP*

## III. REVIEW COMMENTS

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

*[Signature]* 9/19/13  
OFMB 9/19/13 cc 9/10/13  
*[Signature]* 9/19/13  
Contract Development and Control  
9-19-13 *[Signature]*

### B. Legal Sufficiency:

*[Signature]*  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

**Continued from page 1**

**Summary:**

On September 13, 2011 the Board of County Commissioners approved Grant and Cooperative Agreement L11AC20221 (R2011-1394). Delegated authority to execute all future modifications was provided at that time. \$100,000 is included in the FY 14 Budget.

On June 21, 2011 the Board of County Commissioners approved DEP Agreement No. 11PB1 (R2011-0930). Delegated authority to execute all future changed orders was provided at that time.

On August 17, 2010 the Board of County Commissioners approved DEP Agreement No. 08PB4 (R2010-1322). Delegated authority to execute all future change orders was provided at that time.

On January 9, 2007 the Board of County Commissioners approved DEP Agreement No. 06PB2 (R2007-0046). Delegated authority to execute all future change orders was provided at that time.  
Countywide (SF)

**Background and Justification:** N/A

R2011-1394

Page 1 of 3

Grant and Cooperative Agreement				CHOOSE ONE: <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT <input type="checkbox"/> GRANT	
CHOOSE ONE: <input type="checkbox"/> EDUCATION <input type="checkbox"/> FACILITIES <input type="checkbox"/> RESEARCH <input type="checkbox"/> SDCR <input type="checkbox"/> TRAINING					
1. GRANT/COOPERATIVE AGREEMENT NUMBER L11AC20221		2. SUPPLEMENT NUMBER 0002		3. EFFECTIVE DATE 08/13/2013	
				4. COMPLETION DATE 09/30/2016	
5. ISSUED TO NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip) COUNTY OF, PALM BEACH Attn: ATTN GOVERNMENT POC P O BOX 4036 WEST PALM BEACH FL 33402-4036			6. ISSUED BY BLM WO-OFFICE DIV BUS RSRCS (WO850) Mailing Address: 1849 C ST. NW RM 1075 LS WASHINGTON DC 20036		
7. TAXPAYER IDENTIFICATION NO. (TIN)			9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone) Melissa Tolbert 561-233-2562		
8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.					
10. RESEARCH, PROJECT OR PROGRAM TITLE Jupiter Inlet Lighthouse Outstanding Natural Area					
11. PURPOSE This modification is to add funds for FY13					
12. PERIOD OF PERFORMANCE (Approximately) 08/01/2011 through 09/30/2016					
13A.		AWARD HISTORY		13B.	
PREVIOUS		\$200,000.00		PREVIOUS	
THIS ACTION		\$100,000.00		THIS ACTION	
CASH SHARE		\$0.00		TOTAL	
NON-CASH SHARE		\$0.00			
RECIPIENT SHARE		\$0.00			
TOTAL		\$300,000.00			
14. ACCOUNTING AND APPROPRIATION DATA See Schedule					
PURCHASE REQUEST NO.		JOB ORDER NO.		AMOUNT	
0020027636					
15. POINTS OF CONTACT					
		NAME		MAIL STOP	
TECHNICAL OFFICER		Lisa Clayton		202-912-7098	
NEGOTIATOR				ltclayton@blm.gov	
ADMINISTRATOR					
PAYMENTS					
16. THIS AWARD IS MADE UNDER THE AUTHORITY OF: The Consolidated Natural Resources Act (PL-110-229)					
17. APPLICABLE STATEMENT(S), IF CHECKED: <input type="checkbox"/> NO CHANGE IS MADE TO EXISTING PROVISIONS <input type="checkbox"/> FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT			18. APPLICABLE ENCLOSURE(S), IF CHECKED: <input type="checkbox"/> PROVISIONS <input type="checkbox"/> SPECIAL CONDITIONS <input type="checkbox"/> REQUIRED PUBLICATIONS AND REPORTS		
UNITED STATES OF AMERICA			COOPERATIVE AGREEMENT RECIPIENT		
CONTRACTING/GRANT OFFICER Lisa Clayton		DATE		AUTHORIZED REPRESENTATIVE	
				DATE	

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
00050	<p>CFDA Number: 15.231 DUNS Number: 078470481+0000 Delivery Location Code: 0006595616 BLM - LWA 20 M Street 2nd Floor Washington DC 20003 US</p> <p>Period of Performance: 08/01/2011 to 09/30/2016</p> <p>Palm Beach County AA IT Approval Num: N</p> <p>Accounting Info: 01 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLES002000 Functional Area: L10100000.JD0000 Fund: 13XL1109AF Fund Center: LLES002000 Project/WBS: LX.SI.JULT0000 PR Acct Assign Line: 01 Funded: \$10,000.00</p> <p>Accounting Info: 02 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLES002000 Functional Area: L10200000.JD0000 Fund: 13XL1109AF Fund Center: LLES002000 Project/WBS: LX.SI.JULT0000 PR Acct Assign Line: 02 Funded: \$40,000.00</p> <p>Accounting Info: 03 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLES002000 Functional Area: L11100000.JA0000 Fund: 13XL1109AF Fund Center: LLES002000 Project/WBS: LX.SI.JULT0000 PR Acct Assign Line: 03 Funded: \$15,000.00</p> <p>Accounting Info: Continued ...</p>				100,000.00

Grant and Cooperative Agreement

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	04 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLES002000 Functional Area: L11100000.MR0000 Fund: 13XL1109AF Fund Center: LLES002000 Project/WBS: LX.SI.JULT0000 PR Acct Assign Line: 04 Funded: \$5,000.00 Accounting Info: 05 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLES002000 Functional Area: L11500000.MR0000 Fund: 13XL1109AF Fund Center: LLES002000 Project/WBS: LX.SI.JULT0000 PR Acct Assign Line: 05 Funded: \$10,000.00 Accounting Info: 06 Account Assignment: K G/L Account: 6100.411C0 Business Area: L000 Commitment Item: 411C00 Cost Center: LLES002000 Functional Area: L11500000.JP0000 Fund: 13XL1109AF Fund Center: LLES002000 Project/WBS: LX.SI.JULT0000 PR Acct Assign Line: 06 Funded: \$20,000.00				

## **Jupiter Inlet Lighthouse Outstanding Natural Area**

### **Palm Beach County Department of Environmental Resources Management Agreement**

#### **Budget Narrative**

Palm Beach County ERM staff will dedicate approximately 1131 effort hours into management of the Jupiter Inlet Lighthouse ONA Project for a cost of \$60,654.08 with a 50/50 cost share of \$30,327.04. A breakdown of the position titles, billing rates and effort hours for each subtask is detailed on the attached budget.

The total amount of contracted services is \$80,011. The contracted work for exotic vegetation maintenance has an estimated cost of \$70,000. Mechanical treatment of exotics along Beach Rd in Lot 17 has an estimated cost of \$2,600. The cost for fence installation in Lot 17 is estimated at \$6,611 with approximately \$800 for the survey work to mark the property line.

There will be an additional contribution by ERM of \$10,338 to cover the contracted services associated with the fence installation since it would be over the \$100,000 federal contribution. Removal of the vegetative buffer to install the fence is contingent upon a law enforcement agreement being in place. Below is a summary of anticipated effort hours required per task.

#### **Task 1 – Enhancement/Restoration**

- PBC Staff – 224 hrs - \$4,490.20/\$4,490.20 (50/50 cost share)

Task 2 – Biological Monitoring (surveys include: fall migratory, spring migratory, summer non-migratory, opportunistic, photo monitoring, *Cladonia perforata*, *Asclepias curtissi*, *Tillandsia flexuosa*, and *Asimina tetramera*).

- PBC Staff – 160 hrs - \$4,614.80/\$4,614.80 (50/50 cost share)

#### **Task 3 – Exotic Plant/Animal Removal**

- PBC Staff – 144 hrs - \$4,825.90/\$4,825.90 (50/50 cost share)
- Contracted Services:
  - Exotic herbicide treatment of Lots 15, 16, 17 and 19 – \$70,000
  - Mechanical treatment of exotics along Beach Rd on Lot 17 (contingent upon a law enforcement being in place) - \$2,600

#### **Task 4 – Prescribed Burn Activities**

- PBC Staff – 44 hrs - \$1,552.86/\$1,552.86 (50/50 cost share)

#### Task 5 – Maintenance of Public Use and Public Outreach Activities

- PBC Staff – 377 hrs - \$7,891.11/\$7,891.11 (50/50 cost share)
  - Survey of property line for fence installation along Lot 17 - \$800
  - Installation of split-rail 2 hole (1,202 feet) along Lot 17 - \$6,611
  - The above tasks are contingent upon a law enforcement agreement being in place

#### Task 6 – Meeting, Coordination, Planning, Reporting

- PBC Staff – 182 hrs - \$6,979.17/\$6,979.17 (50/50 cost share)

Fringe benefits are incorporated into the billing rates of each staff. Since the project site is local, no travel or per diem is required. No supplies and material fees will be required. Service fees covering expenses associated with postal fees, long distance phone calls, duplication and printing will be in-kind services. No other costs or indirect charges are anticipated. The total federal funds requested is \$100,000.



**Jupiter Inlet Lighthouse Outstanding Natural Area  
Palm Beach County Environmental Resources Management Agreement  
Budget for FY 2014**

Task #	Description for Palm Beach County ERM Staff Time	Env. Man. \$ 102.54	EPS \$ 85.23	Sr. EA \$ 69.12	EA \$ 64.34	Tech II \$ 46.26	LMA \$ 43.86	Student \$ 10.40	Total Hours By Task	Staff Cost By Task
Task 1	Enhancement/Restoration Restoration follow up & irrigation maintenance for Lots 15 & 17			40		120		64	224	\$ 8,980.40
Task 2	Biological Monitoring Migratory/Non-migratory surveys Opportunistic surveys Photo monitoring Listed species surveys			12 20 8 40		12 20 8 40			160	\$ 9,229.60
Task 3	Exotic Plant/Animal Removal contractor oversight & inspections of Lots 15, 16, 17 & 19		4	124		16			144	\$ 9,651.80
Task 4	Prescribed Burn Activities Burn plan coordination		4	40					44	\$ 3,105.72
Task 5	Maintenance of Public Use/Public Outreach Activities Site Maintenance Public Outreach/Volunteer Events		4 4	8 40		60 8	165	40 40	377	\$ 15,728.22
Task 6	Other - meetings, coordination, planning, reports Interagency coordination/planning Quarterly Rpts/Annual Site Evaluation	4 2	12 4	80 80					182	\$ 13,958.34

**\*50% of ERM Staff Time is in-kind services & 50% is included in Federal Request as noted below. \$ 60,654.08**

Contracted Services & Equipment		
Task 3	Exotic Treatment for lots 15, 16, 17 & 19	\$ 70,000.00
Task 3	Mechanical Treatment of Exotics along Beach Rd	\$ 2,600.00
Task 5	Survey property line for Lot 17 for fence installation	\$ 800.00
Task 5	Split-rail 2 hole for Lot 17	\$ 6,611.00

**Total Contracted Services Cost \$ 80,011.00**  
**\*50% of ERM Staff Time \$ 30,327.04**  
**Total Management Costs \$ 110,338.04**  
**Total Federal Request \$ 100,000.00**

**ERM Staff Time Contribution \$ 30,327.04**  
**Additional costs to ERM \$ 10,338.04**  
**Total ERM Contribution \$ 40,665.08**

R2011-1394


SEP 19 2011



**INTEROFFICE MEMORANDUM**  
**Palm Beach County**  
**Environmental Resources Management**

**DATE:** September 16, 2011

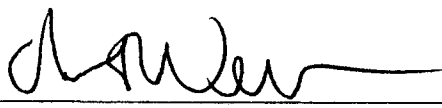
**TO:** Robert Weisman  
County Administrator

**FROM:**  Richard E. Walesky, Director  
Environmental Resources Management

**SUBJECT:** REQUEST FOR DELEGATION OF APPROVAL AUTHORITY

On September 13, 2011 agenda item 3.L.5, the County Commission approved the County Administrator, or his designee, to sign all future time extensions, task assignments, certifications, and other forms associated with this contract, and necessary minor amendments that do not change the scope of work or terms and conditions of this contract.

This memorandum is my formal request for designation of me or Deputy Director Robert Robbins to sign the work orders for the above mentioned projects. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

**APPROVED:**   
Robert Weisman, County Administrator

**DATE:** 9/19/11

REW:ds  
Attachment

Attachment 2

R2011-0930

DEP AGREEMENT No. 11PB1  
CHANGE ORDER No. 1

LOCAL SPONSOR

Palm Beach County  
2300 North Jog Road, 4<sup>th</sup> Floor  
West Palm Beach, Florida 33411

THIS AGREEMENT entered into 27<sup>th</sup> day of June, 2011 and amended on the 28<sup>th</sup> day of August, 2012, is hereby revised as follows:

WHEREAS, it has come to the DEPARTMENT's attention that the Request for Payment forms require modification to allow prompt payment of invoices;

WHEREAS, the DEPARTMENT's address and mailing station has changed and is reflected below; and,

NOW, THEREFORE, in consideration of the mutual benefits to be derived herefrom, the DEPARTMENT and the LOCAL SPONSOR do hereby agree as follows:

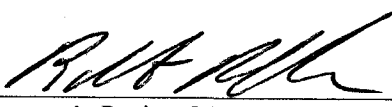
Paragraph 12 is hereby revised to update the Request for Payment forms; Attachment C-1 (Request for Payment Parts I-IV) attached hereto and made a part of the Agreement.

Paragraph 22 is hereby revised to change the Department address to 2600 Blair Stone Road, MS 3511, Tallahassee, Florida 32399-2400.

All other terms and conditions of the Agreement shall remain unchanged.

IN WITNESS WHEREOF, the parties have caused these presents to be duly executed, the day and year, last written below.

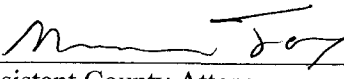
PALM BEACH COUNTY

By:   
Sponsor's Project Manager

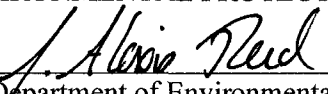
Date: 8/26/13

FEID No. 59-6000785

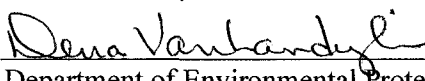
APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By:   
Assistant County Attorney

FLORIDA DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

By:   
Department of Environmental Protection  
Secretary or designee

Date: 8/27/2013

  
Department of Environmental Protection  
Grant Program Administrator

List of Attachments/Exhibits included as part of this Change Order:

Specify	Letter/ Type	Description (include number of pages)
Attachment	C-1	Revised Request for Payment, Parts I-IV (5 pages)

ATTACHMENT C-1

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
REVISED REQUEST FOR PAYMENT – PART I

PAYMENT SUMMARY

Name of Project: SOUTH LAKE WORTH IMP IMPLEMENTATION

LOCAL SPONSOR: PALM BEACH COUNTY

DEP Agreement Number: 11PB1

Billing Number: \_\_\_\_\_

Billing Type: ☐ Interim Billing ☐ Final Billing

Costs Incurred This Payment Request:

Federal Share*	State Share	Local Share	Total
\$ _____ *if applicable	\$ _____	\$ _____	\$ _____
Cost Summary:			
State Funds Obligated	\$ _____	Local Funds Obligated	\$ _____
Less Advance Pay	\$ _____	Less Advance Pay	\$ _____
Less Previous Payment	\$ _____	Less Previous Credits	\$ _____
Less Previous Retained	\$ _____		
Less This Payment	\$ _____	Less This Credit	\$ _____
Less This Retainage (10%)	\$ _____	Local Funds Remaining	\$ _____
State Funds Remaining	\$ _____		

## REIMBURSEMENT DETAIL

DEP Agreement No. 11PB1, Change Order No. 1, Attachment C-1, Page 2 of 5

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
REVISED REQUEST FOR PAYMENT – PART III**

**PROJECT PROGRESS REPORT**

Name of Project: SOUTH LAKE WORTH IMP IMPLEMENTATION

LOCAL SPONSOR: PALM BEACH COUNTY

DEP Agreement Number: 11PB1

Report Period: \_\_\_\_\_

Status of Eligible Project Items: (Describe progress accomplished during report period, including statement(s) regarding percent of task completed to date. Describe any implementation problems encountered, if applicable.)

Task    Eligible Project  
No:    Item:

2.0    DESIGN AND PERMITTING

2.1    Sand Trap Dredging

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3.0    CONSTRUCTION

3.1    Sand Transfer Plant

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3.2    Sand Trap Dredging

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4.0    MONITORING

4.1    Biological Monitoring

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4.2 Physical Monitoring

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4.3 Environmental Monitoring

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**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
CERTIFICATION OF DISBURSEMENT REQUEST  
REQUEST FOR PAYMENT – PART IV**

Name of Project: SOUTH LAKE WORTH IMP IMPLEMENTATION

LOCAL SPONSOR: PALM BEACH COUNTY

DEP Agreement Number: 11PB1

Billing Number: \_\_\_\_\_

Certification: I certify that this billing is correct and is based upon actual obligations of record by the LOCAL SPONSOR; that payment from the State Government has not been received; that the work and/or services are in accordance with the Department of Environmental Protection, Beach Management Funding Assistance Program's approved Project Agreement including any amendments thereto; and that progress of the work and/or services are satisfactory and are consistent with the amount billed. The disbursement amount requested on Page 1 of this form is for allowable costs for the project described in the grant work plan.

I certify that the purchases noted were used in accomplishing the project; and that invoices, check vouchers, copies of checks, and other purchasing documentation are maintained as required to support the cost reported above and are available for audit upon request.

\_\_\_\_\_  
Name of Project Administrator

\_\_\_\_\_  
Signature of Project Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Project Financial Officer

\_\_\_\_\_  
Signature of Project Financial Officer

\_\_\_\_\_  
Date





**INTEROFFICE MEMORANDUM**  
**Palm Beach County**  
**Environmental Resources Management**

JUL 11 2011

**DATE:** June 22, 2011

**TO:** Robert Weisman  
County Administrator

**FROM:** Richard E. Walesky, Director *REW*  
Environmental Resources Management

**SUBJECT:** REQUEST FOR DELEGATION OF APPROVAL AUTHORITY

On June 21, 2011, the County Commission approved the County Administrator, or his designee, to sign all future time extensions, task assignments, certifications, and other forms associated with the DEP Agreement No: 11PB1 for the South Lake Worth IMP Implementation, and necessary minor amendments that do not change the scope of work or terms and conditions of the document.

This memorandum is my formal request for designation of me or Deputy Director Robert Robbins to sign the work order for the above mentioned project. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

**APPROVED:** *[Signature]*  
Robert Weisman, County Administrator

**DATE:** 7/11/11

REW:TL  
Attachment

Attachment 4

R2010-1322

DEP AGREEMENT No. 08PB4  
CHANGE ORDER No. 1

LOCAL SPONSOR

Palm Beach County  
2300 North Jog Road, 4<sup>th</sup> Floor  
West Palm Beach, Florida 33411-2743

THIS AGREEMENT as entered into on the 17<sup>th</sup> day of August, 2010, amended on the 31<sup>st</sup> day of August 2011, and amended on the 31<sup>st</sup> day of October, 2012, is hereby revised as follows:

WHEREAS, it has come to the DEPARTMENT's attention that the Request for Payment forms require modification to allow prompt payment of invoices;

WHEREAS, the DEPARTMENT's address and mailing station has changed and is reflected below;  
and,

NOW, THEREFORE, in consideration of the mutual benefits to be derived herefrom, the DEPARTMENT and the LOCAL SPONSOR do hereby agree as follows:

Paragraph 13 is hereby revised to update the Request for Payment forms; Attachment D-1 (Request for Payment Parts I-IV) attached hereto and made a part of the Agreement.

Paragraph 23 is hereby revised to change the Department address to 2600 Blair Stone Road, MS 3511, Tallahassee, Florida 32399-2400.

All other terms and conditions of the Agreement shall remain unchanged.

IN WITNESS WHEREOF, the parties have caused these presents to be duly executed, the day and year, last written below.

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

By: [Signature]  
Sponsor's Project Manager

Date: 8/26/2013

FEID No. 59-6000785

FLORIDA DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

By: [Signature]  
Department of Environmental Protection  
Secretary or designee

Date: 8/27/2013

[Signature]  
Department of Environmental Protection  
Grant Program Administrator

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: [Signature]  
Assistant County Attorney

List of Attachments/Exhibits included as part of this Change Order:

Specify	Letter/ Type	Description (include number of pages)
Attachment	D-1	Revised Request for Payment, Parts I-IV (5 pages)

ATTACHMENT D-1

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
REVISED REQUEST FOR PAYMENT – PART I

PAYMENT SUMMARY

Name of Project: Juno Beach Nourishment

Grantee: Palm Beach County Board of County Commissioners

DEP Contract Number: 08PB4

Billing Number: \_\_\_\_\_

Billing Type: ☐ Interim Billing ☐ Final Billing

Costs Incurred This Payment Request:

Federal Share*	State Share	Local Share	Total
\$ _____	\$ _____	\$ _____	\$ _____

\*if applicable

Cost Summary:

State Funds Obligated	\$ _____	Local Funds Obligated	\$ _____
Less Advance Pay	\$ _____	Less Advance Pay	\$ _____
Less Previous Payment	\$ _____	Less Previous Credits	\$ _____
Less Previous Retained	\$ _____		
Less This Payment	\$ _____	Less This Credit	\$ _____
Less This Retainage (10%)	\$ _____	Local Funds Remaining	\$ _____
State Funds Remaining	\$ _____		

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
REVISED REQUEST FOR PAYMENT – PART II

REIMBURSEMENT DETAIL

Name of Project:					Billing#	Billing Period:	DEP AGREEMENT NUMBER		Invoice Adjustments (To be completed by DEP: Reasons for changes noted below)		
Local Sponsor:											
Item #	Date OF INVOICE	Invoice #	Amount Paid Vendor (1)	Eligible Project Item and Deliverable #(2)	SOW/BID # (3)	Vendor Name	Check or Debit#	Total Amount Eligible for State Share (4)	Changes per BFMAProject Manager (5,6)	Changes per BFMA Accountant (5,6)	Approved Eligible Cost (5)
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
Totals for all items on page:											
Item #	Notes and invoice adjustment explanations per Item # (5)										
Form Instructions:											
(1) Local Sponsor: enter exact amount of check or debit.											
(2) Local Sponsor: enter the subtask ID# from the Eligible Project Item table of the DEP Grant. Also add deliverable # that is eligible for payment.											
(3) Scopes of work and bids that have been approved for DEP cost share may be assigned a tracking identifier number. Local Sponsor: Insert this tracking number when applicable.											
(4) Local Sponsor: insert only the amount of vendor payment that is assumed to be eligible for DEP cost share.											
(5) List retainage if retainage is being requested.											

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM**

**REVISED REQUEST FOR PAYMENT – PART III  
PROJECT PROGRESS REPORT**

Name of Project: Juno Beach Nourishment

Grantee: Palm Beach County Board of County Commissioners                      DEP Contract Number: 08PB4

Report Period: \_\_\_\_\_  
Status of Eligible Project Items: (Describe progress accomplished during report period, including statement(s) regarding percent of task completed to date. Describe any implementation problems encountered, if applicable.)

Task No:	Eligible Project Item:
2.0	DESIGN AND PERMITTING
	2.1 Engineering Services
	_____
	_____
	_____
3.0	CONSTRUCTION
	3.1 Construction of Nourishment
	_____
	_____
	_____
	3.2 Mitigation Reef and Nourishment Tasks
	_____
	_____
	_____
4.0	MONITORING
	4.1 2009 Marine Turtle Nesting
	_____
	_____
	_____

#### 4.2 Continuing Monitoring Services

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**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
CERTIFICATION OF DISBURSEMENT REQUEST  
REQUEST FOR PAYMENT – PART IV**

Name of Project: Juno Beach Nourishment

Grantee: Palm Beach County Board of County Commissioners

DEP Contract Number: 08PB4

Billing Number: \_\_\_\_\_

Certification: I certify that this billing is correct and is based upon actual obligations of record by the LOCAL SPONSOR; that payment from the State Government has not been received; that the work and/or services are in accordance with the Department of Environmental Protection, Beach Management Funding Assistance Program's approved Project Agreement including any amendments thereto; and that progress of the work and/or services are satisfactory and are consistent with the amount billed. The disbursement amount requested on Page 1 of this form is for allowable costs for the project described in the grant work plan.

I certify that the purchases noted were used in accomplishing the project; and that invoices, check vouchers, copies of checks, and other purchasing documentation are maintained as required to support the cost reported above and are available for audit upon request.

\_\_\_\_\_  
Name of Project Administrator

\_\_\_\_\_  
Signature of Project Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Project Financial Officer

\_\_\_\_\_  
Signature of Project Financial Officer

\_\_\_\_\_  
Date

Attachment 6



**INTEROFFICE MEMORANDUM**  
**Palm Beach County**  
**Environmental Resources Management**

**DATE:** August 18, 2010  
**TO:** Robert Weisman  
County Administrator  
**FROM:** *RE* Richard E. Walesky, Director  
Environmental Resources Management

**SUBJECT:** REQUEST FOR DELEGATION OF APPROVAL AUTHORITY

On August 17, 2010 agenda item 3L5, the County Commission approved the County Administrator, or his designee, to sign all future time extensions, task assignments, certifications and other forms associated with the Department of Environmental Protection (DEP) Grant Agreement No. 08PB4 for cost-sharing on the Juno Beach Nourishment Project, and necessary minor amendments that do not change the scope of work or terms and conditions of the agreement.

This memorandum is my formal request for designation of me or Deputy Director Robert Robbins to sign the work orders for the above mentioned projects. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

APPROVED: *Robert Weisman*

Robert Weisman, County Administrator

DATE: *8/24/10*

REW:si  
Attachment



R 2007-0046

DEP AGREEMENT No. 06PB2  
CHANGE ORDER No. 1

LOCAL SPONSOR

Palm Beach County  
2300 North Jog Road, 4<sup>th</sup> Floor  
West Palm Beach, Florida 33411-2743

THIS AGREEMENT entered into on the 9<sup>th</sup> day of January, 2007, amended on the 13<sup>th</sup> day of May, 2008, amended on the 2<sup>nd</sup> day of December, 2008, amended the 15<sup>th</sup> day of December, 2009, and amended on the 23<sup>rd</sup> of May, 2012, is hereby revised as follows:

WHEREAS, it has come to the DEPARTMENT's attention that the Request for Payment forms require modification to allow prompt payment of invoices;

WHEREAS, the DEPARTMENT's address and mailing station has changed and is reflected below; and,

NOW, THEREFORE, in consideration of the mutual benefits to be derived herefrom, the DEPARTMENT and the LOCAL SPONSOR do hereby agree as follows:

Paragraph 13 is hereby revised to update the Request for Payment forms; Attachment D-3 (Request for Payment Parts I-IV) attached hereto and made a part of the Agreement.

Paragraph 22 is hereby revised to change the Department address to 2600 Blair Stone Road, MS 3511, Tallahassee, Florida 32399-2400.

All other terms and conditions of the Agreement shall remain unchanged.

IN WITNESS WHEREOF, the parties have caused these presents to be duly executed, the day and year, last written below.

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

By: [Signature]  
Sponsor's Project Manager

Date: 8/26/13  
FEID No. 59-6000785

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: [Signature]  
Assistant County Attorney

FLORIDA DEPARTMENT OF  
ENVIRONMENTAL PROTECTION

By: [Signature]  
Department of Environmental Protection  
Secretary or designee

Date: 8/27/2013  
[Signature]  
Department of Environmental Protection  
Grant Program Administrator

List of Attachments/Exhibits included as part of this Change Order:

Specify	Letter/	
Type	Number	Description (include number of pages)
Attachment	D-3	Revised Request for Payment, Parts I-IV (4 pages)

ATTACHMENT D-3

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
REVISED REQUEST FOR PAYMENT – PART I

PAYMENT SUMMARY

Name of Project: Singer Island Shore Protection Project

LOCAL SPONSOR: Palm Beach County Board of County Commissioners

DEP Agreement Number: 06PB2

Billing Number: \_\_\_\_\_

Billing Type: ☐ Interim Billing ☐ Final Billing

Costs Incurred This Payment Request:

Federal Share*	State Share	Local Share	Total
\$ _____	\$ _____	\$ _____	\$ _____

\*if applicable

Cost Summary:

State Funds Obligated	\$ _____	Local Funds Obligated	\$ _____
Less Advance Pay	\$ _____	Less Advance Pay	\$ _____
Less Previous Payment	\$ _____	Less Previous Credits	\$ _____
Less Previous Retained	\$ _____		
Less This Payment	\$ _____	Less This Credit	\$ _____
Less This Retainage (10%)	\$ _____	Local Funds Remaining	\$ _____
State Funds Remaining	\$ _____		

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
REVISED REQUEST FOR PAYMENT – PART II

REIMBURSEMENT DETAIL

Name of Project: _____					Billing#	Billing Period:	DEP AGREEMENT NUMBER		Invoice Adjustments (To be completed by DEP: Reasons for changes noted below)		
Local Sponsor: _____											
Item #	Date OF INVOICE	Invoice #	Amount Paid Vendor (1)	Eligible Project Item and Deliverable # (2)	SOW/BID # (3)	Vendor Name	Check or Debit#	Total Amount Eligible for State Share (4)	Changes per BMFA Project Manager (5,6)	Changes per BMFA Accountant (5,6)	Approved Eligible Cost (5)
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
Totals for all items on page:											
Item #	Notes and invoice adjustment explanations per item # (5)										
Form Instructions:											
(1) Local Sponsor: enter exact amount of check or debit.											
(2) Local Sponsor: enter the subtask ID# from the Eligible Project Item table of the DEP Grant. Also add deliverable # that is eligible for payment.											
(3) Scopes of work and bids that have been approved for DEP cost share may be assigned a tracking identifier number. Local Sponsor: Insert this tracking number when applicable.											
(4) Local Sponsor: insert only the amount of vendor payment that is assumed to be eligible for DEP cost share.											
(5) List retainage if retainage is being requested.											

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM**

**REVISED REQUEST FOR PAYMENT – PART III**

**PROJECT PROGRESS REPORT**

Name of Project: Singer Island Shore Protection Project

LOCAL SPONSOR: Palm Beach County

DEP Agreement Number: 06PB2

Report Period: \_\_\_\_\_

Status of Eligible Project Items: (Describe progress accomplished during report period, including statement(s) regarding percent of task completed to date. Describe any implementation problems encountered, if applicable.)

Task Eligible Project

No: Item:

2.0 DESIGN AND PERMITTING

2.1 Original

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3.0 CONSTRUCTION

3.1 Construction of Structures

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3.2 Dune Construction

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4.0 MONITORING

4.1 Physical Monitoring

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**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM  
CERTIFICATION OF DISBURSEMENT REQUEST  
REQUEST FOR PAYMENT – PART IV**

Name of Project: Singer Island Shore Protection Project

LOCAL SPONSOR: Palm Beach County Board of County Commissioners    DEP Agreement Number: 06PB2

Billing Number: \_\_\_\_\_

Certification: I certify that this billing is correct and is based upon actual obligations of record by the LOCAL SPONSOR; that payment from the State Government has not been received; that the work and/or services are in accordance with the Department of Environmental Protection, Beach Management Funding Assistance Program’s approved Project Agreement including any amendments thereto; and that progress of the work and/or services are satisfactory and are consistent with the amount billed. The disbursement amount requested on Page 1 of this form is for allowable costs for the project described in the grant work plan.

I certify that the purchases noted were used in accomplishing the project; and that invoices, check vouchers, copies of checks, and other purchasing documentation are maintained as required to support the cost reported above and are available for audit upon request.

\_\_\_\_\_  
Name of Project Administrator

\_\_\_\_\_  
Signature of Project Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Project Financial Officer

\_\_\_\_\_  
Signature of Project Financial Officer

\_\_\_\_\_  
Date



**INTEROFFICE MEMORANDUM**  
**Palm Beach County**  
**Environmental Resources Management**

ENV. RES. MGMT.  
Env. Enh. & Restoration  
Natural Resources Stewardship  
Resources Protection  
Mosquito Control  
Finance & Support Services  
Director  
Deputy Director  
Other \_\_\_\_\_

☐  
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**DATE:** January 16, 2007

**TO:** Robert Weisman  
County Administrator

**FROM:** Richard E. Walesky, Director *mw*  
Environmental Resources Management

**SUBJECT:** REQUEST FOR DELEGATION OF APPROVAL AUTHORITY

On January 9, 2007, the County Commission approved Grant Agreement No. 06PB2 with the Florida Department of Environmental Protection (FDEP) for cost-sharing on the Singer Island Shore Protection Project. A copy of the agenda item summary is attached for your reference. Included with the Board's approval was authorization for you, or your designee, to sign all future time extensions, task assignments, certifications and other forms associated with this Agreement, and necessary minor amendments that do not change the scope of work or terms and conditions of the Agreement.

This memorandum is my formal request for designation of me or Deputy Director Robert Robbins to sign such documents mentioned above which may be required to continue timely and efficient management of this Agreement. If you agree, please sign below and return this memorandum. I am available to answer any questions you may have concerning this request. Thank you in advance for your consideration.

APPROVED: *Robert Weisman* DATE: *1/17/07*  
Robert Weisman, County Administrator

REW:si  
Attachment

RECEIVED  
JAN 23 2007

ENVIRONMENTAL RESOURCES MANAGEMENT

*Attachment 8*